

# 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, August 16, 2018, 6:30pm

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### 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.

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### 1. CALL MEETING TO ORDER: 6:30

- A. Roll Call: Arden, DeFazio, Gibson, Montes, Harding present. Arden had to leave meeting early (during the presentation).

### 2. AGENDA APPROVAL, ADDITIONA AND/OR DELETIONS: move 11.c to after Presentation (3)

### 3. PRESENTATION – Tamara Quinata-Tinkler with Mission Oaks Recreation & Park District and Dude

**Solutions:** Presentation given on software that would be used by staff to prepare and complete work orders and conduct maintenance activities that are needed. Ms. Quinata-Tinkler identified she has used this software with Mission Oaks, as have several other park districts.

#### A. Subject: Review, Discuss, and adopt Dude Solutions proposal

- i. Arden & Harding questioned the security provided by Dude Solutions. Arden identified as someone that works in IT, the price is very reasonable.
- ii. Several questions posed by the public, such as whether any district as small as AMRPD (such as Arden Park) use the software (Ms. Quinata-Tinkler identified she was not aware of Arden Park or other small park districts using the software). Questions were also asked regarding the price and benefits of the software. A. Kohl and J. Elekman asked if software for maintenance was used by other small Districts.

- iii. Maintenance staff member M. Cottonwood identified he used the software in the previous park district and found it very beneficial and would greatly improve the efficiency of maintenance staff and reduce the amount of time to complete maintenance activities.
- iv. DeFazio expressed some concerns, and Harding identified wanted to be able to do some research on the company and defer any vote until the next meeting, or, if necessary, a special meeting.
- v. Vote on Dude Solutions proposal deferred to next meeting.

**4. DISTRICT MANAGER REPORT**

- A. Report given. See package for whole report. In addition, for Maintenance Update, Boland identified the CAPRI walkthrough has been delayed. Also, the CAPRI ADA compliance checklist is currently taking a substantial amount of time for staff to complete.

**5. GUEST: None**

**6. PUBLIC COMMENTS:**

- A. Visitors: Ann Kohl, Joel Elekman, Ted DeFazio, Mike Cottonwood, Trina Harding, Darcy
  - I. No comments

**7. COMMITTEE REPORTS:**

- A. Crabtree Park Committee: Will be getting together
- B. Deterding Park Committee: No updates
- C. Jonas Larkspur Park Committee: Had a meeting.
  - i. Bollard Replacement: Will be providing estimates for split-rail fence. Gibson asked about estimate for bollards and post and cable fencing, as she requested the previous meeting. Committee members identified they decided to do only post and cable fencing as others are too expensive. Gibson identified she wants price comparisons so the board can make a decision on what should be installed, as the committee does not make these decisions.
  - ii. Mulch: Can get mulch for free. Recommend have a group that can put the mulch down. Harding motioned to make “mulch” day a special meeting so all board members can assist, if available. Gibson 2<sup>nd</sup> the motion. Harding, Gibson, DeFazio, and Montes approve (Arden not present).

**8. CONSENT CALENDAR:**

- A. Approval of minutes for July 19, 2018 meeting: Correct typo in 2.B (Administration), correct typo in 4 (Comments), and correct typo in name of visitors (Trina Harding, not Irene).
- B. Financial Reports: no changes
- C. **RECOMMENDED ACTION: Approve the Consent Calendar as presented:** Harding motion to adopt with identified changes; DeFazio 2<sup>nd</sup>. Harding, DeFazio, Gibson, Montes approve (Arden absent).

**9. CORRESPONDENCE**

- A. FEC Park police: report provided;
- B. Thomas Edison PTA: regarding sponsor for school calendar. Date has passed, so no action.

**10. OLD BUSINESS**

- A. None

**11. REGULAR CALENDAR**

- A. Subject: Review and discuss Final budget for 2018-2019 Fiscal Year: discussed with public input.
- B. Subject: Resolution #NO AM 18/19-1 adopting the 2018-2019 Final Budge: Harding motion to adopt final budget; Gibson 2<sup>nd</sup>; Harding, Gibson, DeFazio, Montes approve (Arden absent).
- C. Subject: Review, discuss, and adopt Dude Solutions proposal: moved to item 2.A.

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

- A. Harding: for 2019 Board of Directors, Arden, Harding, and DeFazio will continue to be on the board, and there will be one new board member.
- B. Gibson offered to help staff with the CAPRI compliance checklist.

**13. AGENDA ITEMS FOR NEXT MEETING**

- A. Presentation and review draft social media policy
- B. Dude Solutions Proposal

**14. CLOSED SESSION: A closed session was not held.**

**15. ADJOURNMENT: Meeting adjourned at 8:55**