

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, January 21, 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: Arden, Grace, Harding, Skala Absent - DeFazio

2. AGENDA APPROVAL, ADDITIONS AND / OR DELETIONS

- A. Add discussion on adding a personnel Committee to item 11D.

3. PRESENTATIONS – NONE

4. District Manager Report

- A. Maintenance, Recreation, Admin. update – See Report.

5. Guest – NONE

- 6. **PUBLIC COMMENTS:** 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. **Parks Committee** – Nothing new to report with the Holidays. Arden mentioned that there were multiple males golfing at Jonas while other people were visiting the park. Grace suggested adding more signage that noted Sacramento County ordinances are followed and that it would assist Park Police being able to give citations.
- B. **Sacramento Park Foundation** – The Foundation is close to getting the two parcels paid for. Still waiting on a payment to be able to pay for the work that the engineers have already completed.

8. CONSENT CALENDAR

- A. Approval of Minutes
January 21, 2021
- B. Financial Reports
 - 1. Reports on Revenues and Expenditures (January).
 - 2. Claims Submitted for Payment (January).
 - 3. Employee Benefit Report (January).
- C. **RECOMMENDED ACTION: Approve the Consent Calendar as presented.**

Grace asked for the following updated to be made to the minutes.

Remove Gibson since she is no longer on the board as of December 1, 2020.

To use approved unanimously instead of all in favor when a motion is passed.

Harding motioned to approve the consent calendar with the above changes. Grace seconds. Approved Unanimously.

9. CORRESPONDANCE

- A. FEC Park Police – See report

10. OLD BUSINESS

- A. None

11. REGULAR CALENDAR

- A. Subject: Review and discuss quotes for updating the District’s security system.
 - a. The District Manager mentioned that two estimates have been received but they are both far apart in price. The District will be getting a third estimate to better compare. This item will be put on the February agenda to be discussed.
- B. Subject: Consideration and possible action to approve Resolution NO. AM 20/21-02 declaring that Governing Body Member and Volunteers shall be deemed to be employees of the District for the purpose of providing Workers’ Compensation Coverage for said certain individuals while providing their services.
 - a. Skala asked if we needed to cover volunteers and board members if they have their own coverage and if this would make our Workers’ Compensation coverage go up. Grace Responded that it is a good idea to adopt the resolution and cover Board Members and Volunteers so that the District is less liable.

Grace Motions to adopt the Resolution. Skala seconded. Approved unanimously.

C. Subject: District Finance Status Report. The Board will review Staff report on the status of District Finances. (Discussion and Direction)

a. See the Staff report on the Status of District Finances below.

Revenue

- We have received 60% of our estimated Property Taxes in December and January in the amount of \$255,773.39. The next installment will be in May/June. We projected an 8% reduction in property tax revenue at the beginning of the pandemic. As the year has progressed interest rates have lowered and more people are buying homes, which means we may get more in property taxes than initially projected.
- Under Admin. Fees we received a check from CAPRI in the amount of \$6,341 for final computation of Workers Comp for the 2019-2020 Fiscal Year.
- We currently have a general reserve in the amount of \$455,946.

Expenditures

- We are well under in Salaries and Wages due to lower staffing levels and limiting hours for Part Time staff.
 - At the beginning of the Fiscal Year the District needed to get an updated Lawncare Contract. Agriculture Services has a total of \$70,000 budgeted but with an updated Lawncare Contract we are paying \$50,000 per year and have budgeted \$10,000 for annual tree care services. The District should be an estimated \$10,000 under for this line item.
- b. Grace mentioned that the budget looks good and that it is good that the District does not have revenue budgeted in line items that will not receive any revenue. Swim team does not have a large enough amount to be worried about since if the pool is closed the cost to operate would not be there.

Arden says that the budget seems to be well managed during these unprecedented times.

The District Manager informed the Board that staff is only making necessary purchases and will continue to be frugal.

12. COMMENTS BY BOARD OF DIRECTORS

Harding shared concerns about the ducks swimming in the pool and dying because of the chlorine. Harding asks staff to try and remove ducks if they return.

13. AGENDA ITEMS FOR NEXT MEETING

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.

No closed session held.

15. ADJOURNED @ 7:52PM

AMERICANS WITH DISABILITIES ACT ACCOMMODATIONS – 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.