

# 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  
Christine Arden – Director



Maria Boland – Interim DM

## REGULAR MEETING MINUTES

1415 Rushden Drive, Sacramento, CA 95864

Thursday, January 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: Arden, Gibson, Harding, Montes, Sutton present

### 2. PUBLIC COMMENTS:

A. Visitors: Ann Kohl, Lauri DeFazio, Ted DeFazio, Anne Peery

- I. Lauri DeFazio: Appreciates the hole by sign has been filled. Sent email regarding insurance related to filling of pond at Jonas Larkspur, and offered to call. M. Boland identified the contact at CAPRI is out of the office and she is trying to get in contact with him.
- II. Anne Peery (Arden Swim Team): San Juan School District has added custodial fees and is now going to charge for their meets. Questioned whether they can work with the Park District to use Deterding Pool. Board identified to discuss with Anne and can then propose to board.

### 3. AGENDA APPROVAL, ADDITIONS AND / OR DELETIONS

A. Add item 8.D for election of officers

### 4. PRESENTATIONS – None

## 5. CONSENT CALENDAR

- A. Acceptance of minutes for November 16, 2017, Meeting.
  - I. Ann Kohl: sent email correcting her comments from December 21 meeting related to trees at Jonas Larkspur park.
- B. Financial Reports: Reports on revenues and expenditures; claims submitted for payment; employee benefit report.
  - I. C. Arden needs to be added to payroll
- C. Recommended Action: Approve the Consent Calendar with changes: Gibson motion to approve, Arden 2<sup>nd</sup>; Gibson, Arden, Sutton, Motes approve; Harding abstain

## 6. CORRESPONDENCE

- A. Investment Policy from Sacramento County: no action, file with information

## 7. OLD BUSINESS

- A. None

## 8. REGULAR CALENDAR

- A. Subject: Presentation, review and proposed tentative adoption of draft set of administrative and project priorities for 2018.
  - I. Priorities set during December 2017 meeting reviewed with all board members present. Board discussed whether to set a schedule for the priorities.
    - i. Harding motion to accept priorities as identified, Arden 2<sup>nd</sup>; All approve
- B. Subject: Review and propose adoption of the 2018 Fee schedule
  - I. Aquacise: M. Boland identified after discussion with instructor, most participants willing to pay \$60/month.
  - II. Harding motion to accept 2018 fee schedule with \$60/month for aquacise, which may be prorated with increased attendance, Montes 2<sup>nd</sup>; All approve
- C. Subject: Review and proposed adoption of a communication policy to go into District Manual
  - I. Modifications identified to the second sentence (move to separate section) and last paragraph (change outage to absence).
  - II. Gibson motion to approve with changes, Arden 2<sup>nd</sup>; All approve
- D. Officers
  - I. Will be discussing again during February meeting
    - i. Chairperson: Montes nominates Sutton
    - ii. Vice Chairperson: Sutton nominates Arden; Harding nominates Montes
    - iii. Secretary: Harding nominates Gibson

## 9. District Manager Report

- A. Maintenance, Recreation, Admin. Update given.
  - I. Maintenance:
    - i. Routine maintenance conducted

- ii. Started renovations at Crabtree baseball field
- iii. Staff organized maintenance shop and deep cleaned facilities on rainy days
- iv. On January 10, notified women's restroom in DCC is leaking
- v. Inspected Deterding water fountain between two play structures; roots are causing the back up of water
- vi. Replaced lightbulbs in Office, DCC, DAR, and Maintenance Shop
- vii. Repaired DCC patio gate door knob
- viii. M. Boland to look into selling of electric cart

II. Administrative:

- i. FEC Park Police: 4 violations
- ii. January 9-11, District audited for FY 2015-2016 and 2016-2017, will be on February or March agenda, depending on when receive
- iii. Contacting baseball leagues to see if interest in renting fields
- iv. Received quotes to get playgrounds inspected by Certified Playground Inspector. Provided information on getting a current AMRPD employee certified
  - 1. M. Boland to find out the extent of safety credit from CAPRI to have Certified Playground Inspector on staff and to contact other park districts to see if they can provide a quote.

III. Recreation: None

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

A. Harding:

- i. Park master plan has good information;
- ii. Committee for Jonas Pond will be meeting and would like to have proposal to board soon
- iii. Does not think we need to have roll call

B. Sutton: Park Foundation is looking for member of the public to participate

11. **AGENDA ITEMS FOR NEXT MEETING – Nominations, tree proposals, vacation, Certified Playground Inspector information; Roof; Bollards at Jonas (check with Mission Oaks & Jensen); Committee Report for Jonas Pond**

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

13. **ADJOURNMENT: Harding motion to adjourn, Montes 2<sup>nd</sup>; All approve; Meeting adjourned at 7:52.**