

## **BOARD OF DIRECTORS**

### **Arden Manor Recreation and Park District**

1415 Rushden Drive, Sacramento, CA 95864

Phone (916) 487-7851 Fax (916) 487-2028

[Board@Amrpd.org](mailto:Board@Amrpd.org)

**Minutes:** Regular Meeting

**Date:** May 18, 2023

**Time:** 6:30 PM

**Location:** 1415 Rushden Drive,  
Sacramento, CA 95864

### **1. CALL TO ORDER**

#### **a) Pledge of Allegiance**

### **2.**

#### **a) Roll Call and Introduction of Guests**

Michael Grace, Chair

Jeremy Cullifer, Vice Chair

Warren Harding, Director

Jake Baumgartner, Secretary

Debra Cullifer, Director

Mike Cottonwood, Maintenance Supervisor

Kelly Lewellen, District Manager

No Guests

### **3. 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.

### **4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Members of the public may address the Board on general District topics not listed on this agenda or on specific agenda items when the items are heard. Persons who wish to comment on either agenda or non-agenda items should fill out a comment card located on the table in the rear of the room and give it to the General Manager. The Chair will call for comments at the appropriate time. A time limit of three (3) minutes will be observed for each speaker. It is a violation of state law for the Board to discuss or take action on non-agenda items. Board members may only ask brief clarifying questions or refer the matter to staff.

Marisa, Rio Civitas student and father Scott

### **5. BUSINESS ITEMS**

#### **a) Consent Agenda**

**i)** Minutes of the April 20, 2023, Regular Board Meeting

**ii)** Payroll, Supplies, and Revenue Year to Date

**iii)** Program Revenue and Refund Report for April 2023

**iv)** Payroll Report for April 2023

**v)** Claims for April 2023

**vi)** Revolving Fund Report for April 2023

**vii)** Fulton El Camino Police Department Report for April 2023

**Motion to approve: Warren Harding, 2<sup>nd</sup>: Jake Baumgartner**

**Ayes: Mike Grace, Warren Harding, Jake Baumgartner, Debra Cullifer, Jeremy Cullifer**

**No: 0**

**Abstain: 0**

- b) **Public Outreach Station:** The Board will discuss timelines for the new Public Outreach Station.

**JB:** Times may change depending on season

**DC:** asks if we have handouts

**MG:** We could have have program flyers and needed improvements

**JC:** June 1<sup>st</sup> is last day for swim team sign-ups.

**MG:** suggests making a packet for each board member.

**DC:** suggests publishing the schedule to the web page and on social media.

**MG:** this is a good way to see people to don't come to the board meetings.

**The board members sign up for different shifts at different parks.**

- c) **CSDA General Manager Leadership Summit:** The Board will discuss the opportunity and vote on a motion to send the District Manager to this conference June 25-27, 2023.

**Motion:** Jeremy Cullifer, 2<sup>nd</sup>: Jake Baumgartner

**Ayes:** Mike Grace, Warren Harding, Jake Baumgartner, Debra Cullifer, Jeremy Cullifer

**No:** 0

**Abstain:** 0

- d) **Rate Increases for Facility Rental Deposits:** The Board will hear a report regarding rate increases for security Deposit for Facility Rentals, as well as implementing a security fee for later night events.

**Suggestion is made to remove the Security fee and raise the hourly rate \$50 to pay for a Facility monitor to remain onsite for the duration of the rental.**

**DC:** Concerned the increase in security deposit and hourly fee will be too expensive for many.

**Motion:** Jeremy Cullifer, 2<sup>nd</sup>: Warren Harding,

**Ayes:** Mike Grace, Warren Harding, Jake Baumgartner, Jeremy Cullifer

**No:** Debra Cullifer

**Abstain:** 0

- e) **Rate Increase for 2023-2024 After School Program:** The Board will hear a report and vote on a motion to increase rates for the Afterschool program for the coming school year.

**There is a consensus of the board to support the increase in fees for the Afterschool program. These fees will be used for staffing, food, and supplies.**

## **5. REPORTS**

- a. District Manager
- b. Maintenance Report

## **6. BOARD COMMENTS**

Debra Cullifer: comments that the parks are looking great.

Jeremy Cullifer appreciates the District Manager going to the Leadership Conference to help the district.

Mike Grace mentions that the board can attend conferences as well.

Warren Harding mentions that the wading pool was very popular, and it would be nice to bring it back.

Jeremey Cullifer mentions that the pool looks awesome -- the clarity is great and there are zero eye irritations.

## **7. ADJOURNMENT at 7:46 PM**

*Next Regular Board Meeting Thursday, June 15, 2023*

**AMERICANS WITH DISABILITIES ACT ACCOMODATIONS** – *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 Kelly Lewellen at (916) 487-7851. Requests must be made as early as possible, and at least three-full business days before the start of the meeting.*

**BOARD MEETING MATERIALS** - *Non-confidential documents or writings for items on this agenda submitted to the Board of Directors after distribution of the Board Packet are available to the public at the same time at the address listed above during regular business hours.*