

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, December 16, 2021, 6:30pm

Due to the State of California’s shelter in place orders the Board Meetings will be held remotely via Zoom.

Zoom meeting details:

<https://us02web.zoom.us/j/8769836517?pwd=OFFVaUhVMXZlZ3BINmtWdFZ5ZkxxZz09>

Meeting ID: 876 983 6517 Passcode: 842201

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: Present - Arden, DeFazio, Grace, Harding, Skala
2. **AGENDA APPROVAL, ADDITIONS AND / OR DELETIONS - None**
3. **PRESENTATIONS – None**
4. **District Manager Report**
 - A. Maintenance, Recreation, Admin. update
 - a. See report
5. **Guest – None**
6. **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. No comments were made

7. Committee Reports

- A. Budget Committee – Did not meet
- B. Parks Committee – Did not meet
- C. Personnel Committee – Did not meet
- D. Sacramento Park Foundation – Progress is being made. The Foundation is trying to find out how much the project will actually cost. A professional estimator was hired to find the exact cost of the project. The project is about \$2,000,000 over budget and SPF is in the process of trying to make changes. Looking at making about \$1,000,000 worth of cuts that won't let the project suffer. We have about \$700,000 committed and in the hole for \$300,000. Talked with Ken Cooley and he is going to try and help make up the difference. The park is a major community asset and Ken Cooley has access to funds. The state doesn't have a problem with delaying the project by a year.

8. CONSENT CALENDAR

- A. Approval of Minutes
November 18, 2021
- B. Financial Reports
 - 1. Reports on Revenues and Expenditures (November).
 - 2. Claims Submitted for Payment (November).
 - 3. Employee Benefit Report (November).
- C. Adopt Resolution NO. AM 21/22-05 authorizing remote teleconference meetings for December 16, 2021.
- D. **RECOMMENDED ACTION: Approve the Consent Calendar as presented.**
 - a. **Grace moves to approve the consent calendar as presented. Skala 2nd. All approve.**

9. CORRESPONDANCE

- A. FEC Park Police – See report. Grace suggests to move to consent calendar starting in January.
- B. CARPD COMMUNICATOR – Grace asked if the District Manager was planning on attending the annual conference and encourages Board members to attend. Boland responded that she would look in to attending the conference.

10. OLD BUSINESS

- A. Subject: Review and select appropriate safety fill material for District playground.
 - a. Have not heard back from the company that was testing. Still looking at getting updated quotes on replacing fill material.
- B. Subject: Review and approve Park ADA Sidewalk improvement.
 - a. The Board was informed that we have only received 2 quotes for grinding/cutting. Have not been able to get a third quote. We are able to get a discount from Precision Concrete if we move forward with the work in December. The second quote we received was much higher than Precision. Arden asked if we can move forward without the third? Grace says no, that we need to make every effort to get three bids. Board can no longer wait to make ADA improvements and this project has been waiting since August 2021.

- b. Grace motions that based on need, opportunity for a discount and difficulty with securing a third bidder that we move forward with the lowest bidder Precision Concrete. Arden 2nd. All in favor.

11. REGULAR CALENDAR

- A. Subject: Election of Officers for the Board of Directors for calendar year 2022
 - a. Arden will not be accepting any nominations for Board Chair.
 - b. DeFazio nominated Grace for Board Chair, Harding 2nd. Grace abstains. Arden, DeFazio, Harding and Skala in favor.
 - c. Harding nominated DeFazio for Vice Chair. All in favor.
 - d. Harding nominated Skala for secretary. All in favor.
- B. Subject: Discussion of Committee Assignments for the Board of Directors for the calendar year 2022
 - a. Grace mentions that this would commonly be done in January by the Board Chair. This item was moved to the January Board meeting.
- C. Subject: Review and approve 2022 Swim Team season fees
 - a. Skala motion to approve fees. DeFazio 2nd. All in favor.
- D. Subject: Report on the current status of Crabtree Park irrigation system
 - a. The Maintenance Supervisor gave the Board an update on the Crabtree Park irrigation system (see report). The Booster pump was fixed and is currently operational. Some sprinkler heads need to be replaced or capped. There are 5 stations that are not coming on but are believed to be the abandoned drip system. District staff will meet with Grace and see what can be done to fix the drip system and mulch the perimeter of the park.
- E. Subject: Review and approve updated Security System
 - a. The District tried to get out of existing contract with the current security company. In trying to cancel service with Hue & Cry the District was given a new quote to upgrade and monitor the buildings at Deterding park. The new estimate also includes access to an app to ensure all buildings are armed.
 - b. Grace motions to approve the staff recommendation to stay with Hue & Cry. Harding 2nd. All approve.
- F. Subject: Review, Discuss, approve Deterding Office, Activity Room, and Community Center Building HVAC replacement
 - a. The District received three estimates to replace the three HVAC systems at Deterding Park. One company did not get an updated quote to include prevailing wages or fees for permits. Clarke and Rush is the lowest bidder and is offering a 5% discount to replace all three units.
 - b. Skala motions to approve Clarke and Rush to replace the HVAC systems. Grace 2nd. All approve.
- G. Subject: Review and approve the District opening its own bank account to conduct business
 - a. The District is in needs of its own bank account to offer online and in person business. All in person credit card transactions go directly into the County bank account. Grace mentioned that the District used to have an account. Having your own account will give you more control but you will have to balance the account. Having our own account will give us greater flexibility.
 - b. Grace recommendation is to open a bank account with safe credit union. Skala 2nd. All Approve.
- H. Subject: Review, discuss, and approve updated Prop 68 project
 - a. The original plan to install a barbeque pavilion at Deterding Park and new play features in the sand pits at Crabtree and Jonas. Unfortunately, the project at Deterding Park is not viable since the turf soccer field was installed with a previous State grant and needs to be maintained for another 9 years. District staff propose that Prop 68 funds be used to fund the Jonas Pickle Ball

refurbishment and the funds that were set aside for the tennis court go to repairing the Deterding Turf field. Grace mentions that the District could apply for a Land and Water conservation grant and this would be a perfect project for Jonas. The Grant application is due on December 31, 2021. Grace mentioned to ask for an extension to apply for Land and Water grant. If an extension is not allowed then the District should move forward with the pickle ball courts.

- b. Grace motions to approve using the Prop 68 funds for the pickle ball courts if we cannot get an extension. If an extension is granted then we will discuss options at the January meeting and apply for a Land and Water grant. DeFazio 2nd. All approve.
- I. Subject: Review and approve Jonas Larkspur Tennis Court refurbishment project
 - a. The Board reviewed the updated estimate to install 8 pickle ball courts at Jonas. Skala asked why there was a \$13,000 price tag when the same area is updated. DeFazio answered that they are installing 8 pickle ball courts, with more posts and striping compared to 4 pickle ball courts and 1 tennis court. The Nova Pro court system will last longer and come with a warranty.
 - b. Grace motion to move forward with the Nova Pro 8 pickle ball court. Harding 2nd. All approve.

12. COMMENTS BY BOARD OF DIRECTORS

- A. Harding mentioned he would be willing to go to CARPD conference if no one else is interested that is in May.
- B. Harding would like to see the youth board member position come back.
- C. Skala thanked Arden for being board chair and for leading and doing such a great job for the last three years.

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 Government Code § 54957(b) including but not limited to pending litigation, property acquisition negotiations, and personnel matters.

15. ADJOURNED @ 7:58PM

16. SIGN ALL APPROVED DOCUMENTS

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 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.