

Arcade Creek Recreation & Park District
4855 Hamilton Street
Sacramento, California 95841

MINUTES

Of

The Arcade Creek Recreation & Park District
Meeting of the Board of Directors

Held on

Thursday, December 15, 2011 at 5:00 p.m.

Chairperson Kimura called the meeting to order at 5:00 pm

Board Members Present: Linda Kimura, Jerry Fox, Zana Redden, Iris Bachman
Vickie Roy arrived at 5:13 pm

Staff Members Present: Stephen Fraher, Julie Leber, Kim Cook, Peter Thomas

Absent: Vickie Roy

Visitors: Larry Bain the Districts C.P.A.

3. ANNOUNCEMENTS:

Mr. Fraher announced that the next joint meeting for the Board of Directors will be held at the Carmichael Recreation and Park District on January 25, 2012 at 5:30 pm.

Also, that the new Director for Sacramento County Parks will be Jeffrey Leatherman.

4. PUBLIC COMMENT: None

5. CONSENT ITEMS:

- a. November 17, 2011 Board Meeting Minutes
- b. November Claims Reports
- c. Budget Statement November 2011
- d. November 2011 Payroll Report
- e. November 2011 Revenue Reports and Monthly County Pooled Investment Fund Report
- f. November 2011 Recreation Report
- g. Twin Rivers Unified School District Police Activity Report
- h. Correspondence received by the District in November thru December 2011

Motion No. 1: It was moved by Director Bachman and seconded by Director Fox to approve consent items a – h.

Motion Carried: 4 Ayes, 0 Noes, 1 Absent

6. ADMINISTRATOR'S REPORT: The administrator's report consisted of updates regarding:

First year report
Park Maintenance update for November - December
Jo Smith Nature Trail
Cell Tower Lease purchase offer
Budget/Finance subcommittee
2012 Election
County Park Ad hoc Committee
Creek Week Request

Board of Directors Meeting

7. UNFINISHED BUSINESS:

None

8. NEW BUSINESS:

- a. *Receive and approve FY 2010-2011 Audit Report from Larry Bain, C.P.A.*

Mr. Bain attended the meeting to answer any questions that the board may have regarding the Audit Report for FY 2010-2011.

As stated in the Independent Auditor's Report, Mr. Bain stated the need for the District to adopt a policy and implement the provisions for the GASB 54 as required by the U.S. generally accepted principles, the fund balances in the fund financial statements were not categorized in compliance with the new standard.

Action: Received audit report but no formal action taken.

- b. *Adopt a Resolution authorizing the switch from the 100% self-funded to a rate based regular contribution for Unemployment Insurance.*

Motion No. 2: It was moved by Director Fox and seconded by Director Bachman to adopt Resolution No. 2011-11 as previously approved in the Final Budget for FY2011-12 to authorize the switch from 100% self-funded reimbursable unemployment insurance to a rate based regular contribution rate method.

Motion Carried: 5 Ayes, 0 Noes, 0 Absent

- c. *Chairperson to appoint a Personnel subcommittee to begin the Performance Review on the District Administrator.*

Action: Chairperson Kimura appointed all Board Members and stated that she would be forwarding a performance review document for the members to review and complete. The Board would then meet in closed session to discuss.

9. CLOSED SESSION None

10 GENERAL DISCUSSION: (Topics in this item are meant for discussion only and to provide Direction to staff before bringing the item to the Board for action)

FUTURE AGENDA ITEMS & CLOSING COMMENTS:

None

ADJOURNMENT: The Chairperson adjourned the meeting at 5:25 pm

**The next regular meeting will be:
Thursday, January 19, 2012 at 5:30pm**