

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, June 23, 2011 at 5:30 p.m.

Chairperson Kimura called the meeting to order at 5:35 p.m.

Board Members Present: Linda Kimura, Iris Bachman, Vicky Roy, Jerry Fox, Zana Redden

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

Absent: None

Visitors: Members of the community that reside around the Jane Steele Park.
Linda Peters and Aimee Norman from Sacramento Area Sewer District

3. ANNOUNCEMENTS: None

Mr. Fraher requested that **Item 6** – Presentations be moved before that Public Comments and also that **Item 9a be moved to 10e.**

Requests were granted.

6. PRESENTATIONS:

a. Presentation made by the Sacramento Area Sewer District regarding the closure of creek crossing on top of the sewer pipe to the American River College Campus.

Aimee Norman provided a power point presentation with regards to the reason and closure timeline of the utility pipe crossing Arcade Creek at American River College.

In July neighbors to be notified in writing and public signage on the Arcade Creek Trail leading to the utility pipe crossing.

In August SASD to install a secure gate closure device on both ends of the utility pipe crossing.

b. Presentation of the Preliminary Budget Document for Fiscal Year 2011-2012

Mr. Fraher provided a power point presentation of the Districts proposed budget for the new FY 2011-12 – over all the budget has had expenditure lines reduced by 25% from the prior year.

4. PUBLIC COMMENT:

Erin Matz read a copy of a letter that had been hand delivered to the District Office on the morning of June 23, 2011.

Ms. Matz expressed strong feelings with regards to the name change from Hamilton Street Park to Jane Steele Park and felt that the neighbors living in the area were not asked or informed of the change of name.

4. PUBLIC COMMENT cont:

Mr. Rogers also read aloud a letter that addressed the question of whether the Board and Staff had followed the law under the Open Government Act of California with regards to the renaming of the park to Jane Steele Park.

Marty Rogers provided photos of Arcade Creek Park irrigation wiring, holes dug to repair irrigation problems that had remained for long periods of time unchanged.

Director Roy made a statement requesting that the neighbors forgive her for failing to inform them in a timely fashion about the name change of the park.

Brian Holly spoke about community fellowship.

Maggie Thompson praised the look of the neighborhood park.

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

Oakdale Playground
FY 2010-2011 Budget
FY 2011-2012 Budget
Cost Savings measures in place
SureWest Communications
Prop 84 Grant
Sacramento Sewer District offer
Closure of the sewer line footbridge on the Nature Trail
Employee Health Benefits
Soccer
Theft
Important Meetings this past month
Community Center Deck

7. CORRESPONDENCE:

- a. Receive letter and related documents dated May 5, 2011 from the Sacramento LAFCo pertaining to their FY 2011-2012.
- b. Letter dated June 2, 2011 from Steve Fraher to California State Parks requesting a change in scope for the Oakdale Park Project.
- c. Email from Gretchen Hildebrand with SureWest stating that they will not be pursuing direct burial of cable in Arcade Creek Park.
- d. Receive information regarding training options for Local Officials for Ethics Training.
- e. Receive letter dated June 7, 2011 from Steve Fraher to Judy Robinson the Sacramento County Infill & Stimulus Coordinator regarding the HRPP Grant Proposal for Park development near affordable housing project sites.
- f. Receive letter dated June 3, 2011 from the Sacramento Area Creeks Council thanking the District and staff for their participation and help with Creek Week 2011.
- g. Receive a public records request from Marty Rogers and the District Administrators response.
- h. Receive the ballot and related information from Sacramento County to elect a member to the Treasury Oversight Committee for the Special District Representative.

8. CONSENT MATTERS

- a. May 19, 2011 Board Meeting Minutes
- b. May 2011 Claims Reports
- c. May 2011 Budget Statement
- d. May 2011 Payroll Report
- e. May 2011 Revenue Reports and Monthly County Pooled Investment Fund Report
- f. May 2011 Recreation Report
- g. May 2011 Twin Rivers Unified School District Police Activity Report

Motion No. 1: It was moved by Director Fox and seconded by Director Bachman to approve Consent Matters a - g.

Motion Carried: 5 Ayes, 0 Noes, 0 Absent

9. UNFINISHED BUSINESS:

- a. *Moved to New Business 10e*
- b. *Approve Sale of Park District property to the Sacramento Area Sewer District at Arcade Creek Park*

Motion No. 2: It was moved by Director Fox and seconded by Director Redden to accept the offer of \$6,700.00 from SASD for the construction of the lift station and removal of the overhead sewer lines in the creek and authorize the Administrator to execute the necessary agreement on behalf of the District.

Motion Carried: 5 Ayes, 0 Noes, 0 Absent

- c. *Preliminary Budget for the Fiscal Year 2011-2012*

Motion No. 3: It was moved by Director Fox and seconded by Director Bachman to adopt the Preliminary 2011 – 2012 Budget for submission to the Sacramento County Finance Office.

Motion Carried: 5 Ayes, 0 Noes, 0 Absent

- d. *Adopt Resolution 2011-05 authorizing the submittal of Proposition 84 Grant Application for Jane Steele Park*

Motion No. 4: It was moved by Director Fox and seconded by Director Roy to adopt resolution 2011-05 and direct staff to complete submission of the grant application on or before July 1, 2012.

Motion Carried: 5 Ayes, 0 Noes, 0 Absent

- e. *Accept nominations and elect a citizen representative to consider forming a new Special Assessment District.*

Action: No action request to add on to future meeting.

- f. *Report on Interagency Meeting held at Mission Oaks Community Center in Gibbons Park*

Three Board members and the District Administrator (Kimura, Bachman, Roy and Fraher) attended the first joint meeting of Board members from Mission Oaks, Carmichael, Arcade Creek and Arden Park. The purpose was to meet and discuss each district's goals and challenges.

Action: No action required, but Arcade Creek agreed to host the next gathering of this group in September.

10. NEW BUSINESS:

a. *Adopt the provision of Vision Care Insurance for District full time employees*

Motion No. 5: It was moved by Director Fox and seconded by Director Roy to adopt the provision of providing Vision Care Insurance for District's full time staff. The cost for providing this coverage would be \$490.00/year and this amount has been placed in the proposed budget for FY 2011-2012.

Motion Carried: 5 Ayes, 0 Noes, 0 Absent

b. *Authorize and agree to participate in the Carmichael 4th of July Parade.*

Action: It was agreed to participate in this event and authorize staff to make necessary preparations including public notice that a quorum will be present to represent the Arcade Creek Recreation and Park District in this event.

c. *Determine the need of holding a meeting during the month of July.*

Motion No. 6: It was moved by Director Fox and seconded by Director Redden to not hold a regular Board of Directors meeting during the month of July. This motion is subject to change in the event the need arises.

Motion Carried: 4 Ayes, 1 Noes, 0 Absent

d. *Elect a Special District Representative to the County Treasury Oversight Committee.*

Two interested parties provided candidate background information regarding their qualification to be elected for this position, Brandon D. Rose of the Fair Oaks Recreation and Park district and Debbie L. Martin with the Sacramento Metropolitan Fire District.

Motion No. 7: It was moved by Director Fox and seconded by Director Roy elect Brandon Rose to represent the Special Districts on the County of Sacramento Treasury Oversight Committee..

Motion Carried: 4 Ayes, 1 Noes, 0 Absent

e. *This Item was originally Unfinished Business a – FY 2010-2011 Financial update and action on Board Resolution 2011-07 to correct a previous years error.*

Motion No. 8: It was moved by Director Bachman and seconded by Director Fox to approve Board Resolution 2011-07 authorizing the transaction of removing \$31,000.00 from the District's Fund Balance and increasing our expenses by \$31,000.00.

The Board requested that a cover letter be submitted along with this Resolution stating that if during the course of the District's annual audit for FY 2010-11 this needs to be reversed, the item will be re-addressed.

Motion Carried: 5 Ayes, 0 Noes, 0 Absent

11. 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:

Nominate and elect a citizen representative for the new Special Assessment District.

ADJOURNMENT: The Chairperson adjourned the meeting at 8:00 pm

**The next regular meeting will be:
Thursday, August 18, 2011 at 5:30**