

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, November 17, 2011 at 5:30 p.m.

Chairperson Kimura called the meeting to order at 5:30 pm

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

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

Absent: Jerry Fox

Visitors: None

3. ANNOUNCEMENTS:

Mr. Fraher announced that the District office hours of business would be as follows for the week of Thanksgiving. On Wednesday, November 23 the office would be open from 8:30am to 12:30pm and closed on Thursday and Friday , November 24th and 25th, 2011 and would re-open for business Monday, November 28th.

4. PUBLIC COMMENT:

Margi Herzog inquired as to if there were any updates with regards to the crossing at the Jo Smith trail and the ARC trail.

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

Park Maintenance
Jo Smith Nature Trail
Office move and new desk installation complete
Active Net Registration Software
Personnel Policy Work
Budget/Finance subcommittee
December Board Meeting

6. CONSENT ITEMS:

- a. October 20, 2011 Board Meeting Minutes
- b. October Claims Reports
- c. Budget Statement October 2011
- d. October 2011 Payroll Report
- e. October 2011 Revenue Reports and Monthly County Pooled Investment Fund Report
- f. October 2011 Recreation Report
- g. Twin Rivers Unified School District Police Activity Report
- h. Correspondence received by the District in September – October

6. CONSENT ITEMS: cont.

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

Motion Carried: 4 Ayes, 0 Noes, 1 Absent

7. UNFINISHED BUSINESS:

a. *Report from Finance Sub-committee on development of a District Capital Improvements/Maintenance Plan.*

Mr. Fraher and Director Redden presented a power point presentation with regards to Prioritization and using a Weighted Criteria Method to enable the District to identify projects and develop a tool/plan to move forward with developing a Capital Improvements Plan (C.I.P.)

8. NEW BUSINESS:

a. *Provide direction to Administrator regarding a proposal to sell Cell-Tower Leases to an outside company.*

The Board of Directors advised Mr. Fraher to obtain additional information and to bring his findings back to the Board for further discussion.

b. *Board of Directors Policy and Practices review and adoption*

This item was tabled until the Regular Board Meeting to be held in January 2012.

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 6:55 pm

**The next regular meeting will be:
Thursday, December 15, 2011 at 5:00pm
Immediately following the meeting the group will gather for a
Holiday Social Event at Director Redden's residence**