

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, October 20, 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

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

Absent: Jerry Fox, Iris Bachman

Visitors: None

3. ANNOUNCEMENTS:

Touch A Truck event being held on Saturday, October 22, 2011

November Board of Directors Meeting will be on Thursday, November 17, 2011

4. PUBLIC COMMENT:

None

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

SASD Consultants report and proposed next step
Park Maintenance
Building Permit
Audit
Impact Fees
Joe Smith Nature Trail
Oakdale Elementary School
Family Movie Nights
County Executive's Parks ad hoc committee
Meetings
First Quarter Financial Report
Personnel Policy Work
Board Policy

6. CONSENT ITEMS:

- a. September 22, 2011 Board Meeting Minutes
- b. September 2011 Claims Reports
- c. Budget Statement September 2011
- d. September 2011 Payroll Report
- e. September 2011 Revenue Reports and Monthly County Pooled Investment Fund Report
- f. September 2011 Recreation Report
- g. Twin Rivers Unified School District Police Activity Report
- h. Correspondence received by the District in September – October
- i. October 6, 2011 Joint Board Meeting attendance and notes

6. CONSENT ITEMS: cont.

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

Motion Carried: 3 Ayes, 0 Noes, 2 Absent

7. UNFINISHED BUSINESS:

a. *Discussion to identify needs and establish priorities for a District Capital Improvements/Maintenance Plan*

General discussion to identify and prioritize current capital needs and repair items, the list will then be used to create the District wide Capital Improvements Plan (C.I.P.). The C.I.P. would be reviewed annually.

This planning effort will serve to repair and enhance current facilities as funding allows. It will also establish priorities for the District in seeking grant funds and other contributions to develop new park features for the District.

Director Redden suggested the list be reviewed on a regular basis and revise or change as needed. Base the list against criteria of a qualifications list and guidelines such as safety, cost, emergency/urgency, etc.

A suggestion by Chairperson Kimura that the Finance Committee review and create a starting point and then address with the entire Board to review and set in place.

b. *Discussion to initiate the process to create a Landscaping and Lighting Assessment for the Arcade Creek Recreation and Park*

General discussion to determine the need for an Assessment, identify and establish the steps to create the Assessment zone, and establish the deliverables to the citizens if they vote to enact the Assessment District. The discussion should determine the need and level of the need. Establish a timeline for creating the proposed package and when it would be best to seek voter approval. Also, the need to hire a consulting firm experienced in developing Assessments to gather the background information that would assist the Board in making the decision to pursue this or not.

Recommendation: For Mr. Fraher, the District Administrator to obtain additional information and have SCI Consulting Group provide information at a future meeting.

8. NEW BUSINESS:

a. *LAFCo Election-vote for a representative on the LAFCo Board of Directors.*

As an Independent Special District that is overseen by the Sacramento Local Agency Formation Commission, ACRPD has the opportunity to vote for a representative for the Special District's on the Commission.

Motion No. 2: It was moved by Director Redden and seconded by Director Roy to cast the District's vote for Duane Anderson of the Rio Linda Elverta Recreation and Park District.

Motion Carried: 3 Ayes, 0 Noes, 2 Absent

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 7:00 pm

**The next regular meeting will be:
Thursday, November 17, 2011 at 5:30**