

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 September 21, 2023 at 6:00 p.m.

Meeting conducted in the Herzog Community Center Oak (Small) Room

Call to Order and Perform Roll Call: Vice - Chairperson A. Vassar called the meeting to order at 6:01 pm

Board Members Present: A. Vassar, M. Hanson, T. Dworetzky, S. Miller

Board Members Absent: One vacant seat

Staff Members Present: Lisa Gonzalez, Kim Cook

Legal Counsel Present: No

Auditor Present: No

Presentation(s): None

Visitor(s) That Signed In: None

2. PUBLIC COMMENTS:

None

3. ANNOUNCEMENTS:

Staffed informed the Director's that the office manager, Kim Cook had tendered a letter stating that she would be retiring in 2024.

4. TASK STARTED, REVISED OR ACCOMPLISHED:

Item received.

It was requested that staff remove the completed task item(s) from the list after completion.

5. CONSENT ITEMS:

a. Draft Meeting Minutes: Board Meeting 8/17/2023

b. FY 23-24 Period 2 Financial Reports 339A

c. FY 23-24 Period 2 Financial Reports 339D

d. FY 23-24 Period 2 Multi Accounts Revenue Reports

e. FY 23-24 Period 2 Payroll Report

f. FY 23-24 Period 2 Rental & Misc. Revenue Report Attributed To Stated Period

g. Correspondence received and sent

h. General Managers Report

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5. CONSENT ITEMS: (cont.)

Director Hanson requested that item “h” be pulled from the consent items.

Motion No. 1: It was moved by Director M. Hanson and seconded by Director T. Dworetzky to approve consent “a through g” items as presented.

Motion Carried: 4 Ayes, 0 Noes, 0 Absent, 0 Abstained

Ayes: A. Vassar, M. Hanson, T. Dworetzky, S. Miller

Absent: Abstained: Vacant: one seat

It was requested by the Director’s that notification/alert reports that are emailed to the Homeless Outreach Team (HOT) be cc’d to the board members and a government official(s), and to provide a log count of how many reports have been sent each month.

Motion No. 2: It was moved by Director M. Hanson and seconded by Director T. Dworetzky to approve consent “h”.

Motion Carried: 4 Ayes, 0 Noes, 0 Absent, 0 Abstained

Ayes: A. Vassar, M. Hanson, T. Dworetzky, S. Miller

Absent: Abstained: Vacant: one seat

Several items were elevated or changed in the agenda order: the minutes reflect these changes.

7. NEW BUSINESS:

a. Discuss appointment process to fill vacant Board position

Information was received that Director Amanda Gualderama had resigned from the Board of Directors.

Staff informed the Board that the process to find a replacement would begin the following day. Notice of the vacancy would be posted within the park boundaries and it would be posted on the district’s website.

b. Select/elect a Secretary/Treasurer for the Board to fill a vacancy

Motion No. 3: It was moved by Director S. Miller to nominate Director Dworetzky as the new Secretary/Treasurer and seconded by Director T. Dworetzky.

Motion Carried: 4 Ayes, 0 Noes, 0 Absent, 0 Abstained

Ayes: A. Vassar, M. Hanson, T. Dworetzky, S. Miller

Absent: Abstained: Vacant: one seat

c. Planning

Director Miller stated that long-term planning needed to be started to find replacements for the office manager, general manager and three of the board members whose terms will end in 2024.

6. OLD BUSINESS:

a. Proposals for new playground at Hamilton Street Park

Return to October agenda.

It was requested that staff send an email copy of the bid items that were submitted.

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6. OLD BUSINESS: (cont.)

- b.** Update on pickleball courts
Information and update received.

- c.** Monthly update on Nature Trail at Arcade Creek Park
Update received.

- d.** Director Dworetzky - Discuss District Salary Ranges
Return to October agenda.

7. NEW BUSINESS: (cont.)

- d.** Approval to close Umpqua Project Fund checking account xxxx9025

Motion No. 4: It was moved by Director T. Dworetzky and seconded by Director S. Mill to close the Umpqua checking account ending in xxxx9025.

Motion Carried: 4 Ayes, 0 Noes, 0 Absent, 0 Abstained

Ayes: A. Vassar, M. Hanson, T. Dworetzky, S. Miller

Absent: Abstained: Vacant: one seat

8. BOARD DISCUSSION

- a.** General discussion on topics for future meetings.
Recruitment for the General Manager.

Possible training by CAPRI to present information on the Boards functions and the Brown Act.

9. ADJOURNMENT OF THE MEETING.

The chairperson adjourned the meeting at 7:30 pm.