

# Arcade Creek

Recreation and Park District

BOARD OF DIRECTORS MEETING  
THURSDAY MARCH 18, 2021 @ 6:00 p.m.

**TELE-CONFERENCE CALL from remote locations**

Log in at <https://us02web.zoom.us/j/750518431?pwd=Um1xMEXpb0pqb2xyYvsyb3NRN0MzQT09>

Meeting ID: **750 518 431**

Passcode: **7RNGiH**

## AGENDA

1. **Call to Order and perform Roll Call.** (Chair – Alex Vassar)
2. **Public Comment** – this is the opportunity for members of the public to address the Board on any topic within the Board’s jurisdiction NOT listed on the agenda. The Board will take comments only but cannot act upon any item not listed on the Agenda.  
**Each speaker will be limited to five minutes of time.**  
The Board will not receive comments relating to District Personnel during this time. These comments must be made in writing to the General Manager and in the case of the General Manager made in writing to the Chairperson of the Board.  
**Questions about the daily operation of the park district should be directed to the General Manager during normal working hours when possible.**  
Comments related to a specific item on the agenda will be received by the Board at that time during the meeting.  
Members of the public may gain recognition by registering with the Secretary to the Board prior to the start of the meeting or by raising their hand to be recognized by the Chairperson of the Board at the time they wish to speak, and public comment is welcomed.  
**Although public comments on agenda items are welcomed during each discussion, public comments of a general nature will not be received once the Board Chair has closed the Public Comment period.**
3. **CLOSED SESSION**
  - a. Public Employee Discipline/Dismissal/Release
4. **Announcements** (Staff)  

The CalPERS UAL payment was processed and submitted on March 4, 2021.

March 31, 2021 is a District observed holiday for Cesar Chavez Day, the full time staff will be off.
5. **Consent Agenda**-*these items are expected to be routine and noncontroversial. Any Board member may ask that an item be removed from the Consent Items list and it will be considered as a separate item under New Business. The Board by motion and second will be asked to approve all items on the list without discussion.*
  - a. February 18, 2021 **Meeting and Board Retreat Minutes**
  - b. FY 20-21 Period 8 **Financial Reports 339A**
  - c. FY 20-21 Period 8 **Financial Reports 339D**
  - d. FY 20-21 Period 8 **Multi Accounts Revenue Reports**
  - e. FY 20-21 Period 8 **Payroll Report**
  - f. FY 20-21 Period 8 **Facility Rental Reports**

**Mailing Address: PO Box 418114, Sacramento, CA 95841-8114**

Physical Address: 4855 Hamilton Street, Sacramento, California 95841-3414  
(916) 482-8377 Fax (916) 483-1320 Email: [acrpdp@acrpdp.com](mailto:acrpdp@acrpdp.com)

- g. Correspondence **received and sent**
- h. Patrol Report

## 6. Old Business

- a. Matthew Duarte, Executive Director with CAPRI to present and answer questions regarding the new program to cover Volunteers with Workers Compensation Benefits.

Inform the Board about the upcoming CARPD Conference 2021, to be held June 23 – 26, 2021, in Monterey, California and nominations for “Awards of Distinction”.

- b. Adopt Board Resolution 2021-02 authorizing District Volunteers be eligible to receive Workers Compensation Benefits at no additional cost to the District.

## 7. New Business

- a. Discuss appointment process to fill vacant Board positions.
- b. Select/elect a Vice Chair for the Board to fill a vacancy.
- c. Discuss new budget goals for the District.
- d. Staff Recruitment

## 8. Board Discussion

- a. General discussion on topics for future meetings.

- 9. **Adjournment of the meeting.** The next regular Board of Directors meeting will be held Thursday April 15, 2021 at 6:00 p.m.

### **NOTICE**

Where proper or considered necessary, the Board may act on any item listed on the Agenda; including items listed as information items. Public documents relating to any open session item(s) listed on this agenda that are distributed to the members of the Board of Directors less than 72 hours before the meeting is available for public inspection in the District’s Office at 4855 Hamilton Street, Sacramento, CA 95841.

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a related modification or accommodation to take part in this meeting, please contact the Arcade Creek Recreation and Park District office at (916) 482-8377. Requests must be made as early as possible, and at least three full business days (72-hours) before the start of the meeting.

The Agenda is posted on the District’s website ([www.acrpd.com](http://www.acrpd.com)), are electronically mailed to residents whom have requested an electronic version and are posted for public inspection on the bulletin board just outside the District Office’s front door. A full hard copy is available at the front desk a minimum of 72 hours in advance.

## **Arcade Creek Recreation and Park District**

**MEETING DATE: March 18, 2021**

**AGENDA ITEM: 3 Closed Session**

- a. **Public Employee Discipline/Dismissal/Release**

**MINUTES**

Of

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

Held on

**Thursday February 18, 2021 at 5:00 p.m.**

**Meeting conducted via Zoom Video Conference**

---

**Call to Order and Perform Roll Call:** Chairperson A. Vassar called the meeting to order at 5:03 pm

**Board Members Present:** A. Vassar, M. Hanson, M. Constantine, H. Gonzalez

**Board Members Absent:** A. Gualderama

(joined Zoom meeting at 5:18 pm, during presentation of the Brown Act)

**Staff Members Present:** Stephen Fraher, Kim Cook

**Legal Counsel Present:** Derek Cole

**Auditor Present:**

**Presentation(s):** Yes

---

**1. PRESENTATION**

**5:00 p.m.;** District Counsel Derek Cole will make an educational/training presentation on the Brown Act and lead a discussion on the role of the Board and Staff in a Special District in California.

---

**Visitor(s) That Signed In: Via Zoom** – Julie Leber joined the meeting during the Brown Act Presentation.

Kim Tucker, Impact Foundry joined after the Presentation of the Brown Act and closed session.

---

**3. PUBLIC COMMENTS:** None

Break taken at 6:21 pm and resumed the meeting at 6:26 pm

**Adjourned Regular Session: 6:27 pm**

**Opened Closed Session: 6:27 pm**

**4. CLOSED SESSION:**

**a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: "Portion of the Arcade Creek Nature Area between the flood wall and the rear of lots #11 and #39 on Adelaide Drive, Carmichael, CA 95608

Agency negotiator: Stephen Fraher, General Manager

Negotiating parties: [Randy & Laura Cunningham and David and Darlis Curtin]

Under negotiation: Terms of agreement and amount payment.

**MINUTES of Board of Directors Meeting**

February 18, 2021

Page 2 of 3

**4. CLOSED SESSION: (cont.)**

**b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

**Title: General Manager**

**Adjourned Closed Session: 7:32 pm**

**Re-Opened Regular Session: 7:32 pm**

**REPORT FROM CLOSED SESSION:**

- a. Staff provided direction.
- b. No reportable action.

**5. ANNOUNCEMENTS:**

Staff reported that the District was working on “Race to Educate” with the SJUSD, in a fund raising event.

**6. CONSENT ITEMS:**

- a. January 21, 2021 and January 30, 2021 Meeting and Board Retreat Minutes
- b. FY 20-21 Period 7 **Financial Reports 339A**
- c. FY 20-21 Period 7 **Financial Reports 339D**
- d. FY 20-21 Period 7 **Multi Accounts Revenue Reports**
- e. FY 20-21 Period 7 **Payroll Report**
- f. FY 20-21 Period 7 **Facility Rental Reports**
- g. Correspondence **received and sent**
- h. General Manager’s Report and project update report
- i. Police Report

Director A. Gualderama requested that items b and c be pulled.

**Motion No. 1:** It was moved by Director H. Gonzalez and seconded by Director M. Hanson to approve consent items as presented, excluding items b and c.

**Motion Carried:** 5 Ayes, 0 Noes, 0 Absent, 0 Abstained  
Ayes: A. Vassar, M. Hanson, M. Constantine, H. Gonzalez, A. Gualderama  
Absent:  
Abstained:

Staff answered the questions raised by Board Member Gualderama regarding the District Financial Reports

**Motion No. 2:** It was moved by Director A. Gualderama and seconded by Director M. Constantine to approve consent items b and c.

**Motion Carried:** 5 Ayes, 0 Noes, 0 Absent, 0 Abstained  
Ayes: A. Vassar, M. Hanson, M. Constantine, H. Gonzalez, A. Gualderama  
Absent:  
Abstained:

## MINUTES of Board of Directors Meeting

February 18, 2021

Page 3 of 3

### 7. OLD BUSINESS:

- a. Follow up and report on Board Retreat Part 1 held on January 30th. Set a date for Part 2.

Meeting turned over to Kim Tucker from the Impact Foundry facilitator for the Board Retreat to decide on the date for second session of the Retreat meeting.

It was agreed that Part 2 of the Board Retreat would be held on Saturday March 13, 2021 beginning at 9:30 am, scheduled to end around noon.

Kim Tucker returned the meeting back to the General Manager.

General Manager turned the meeting over to Director A. Vassar to conduct the following.

- b. Discuss and authorize the pay-off of the CalPERS Unfunded Account Liability (U.A.L.) in the amount of \$274,000.00 by adopting Board Resolution 2021-01 moving \$8,000.00 from the Operations Budget to the Personnel Budget.

**Motion No. 2:** It was moved by Director M. Hanson and seconded by Director H. Gonzalez to adopt and execute resolution 2021-01 amending the FY 20-21 Budget and authorized staff to execute the pay off of the CalPERS UAL prior to March 31, 2021.

**Motion Carried:** 5 Ayes, 0 Noes, 0 Absent, 0 Abstained

Ayes: A. Vassar, M. Hanson, M. Constantine, H. Gonzalez, A. Gualderama

Absent:

Abstained:

Director A. Vassar returned the meeting back to the General Manager.

### 8. NEW BUSINESS

- a. Adopt Board Resolution 2021-02 authorizing District Volunteers be eligible to receive Workers Compensation Benefits at no additional cost to the District.

Item tabled for further research and discussion.

### 9. BOARD DISCUSSION

Staff reminded the Board about the CAPRI Board Member Orientation that is scheduled for Tuesday February 23, 2021, via Zoom.

- a. General discussion on topics for future meetings.

Director M. Constantine requested that a discussion item be placed on a future agenda to discuss the possibility of providing articles and historical District information, as well as advertising on a Next Door platform.

### 10 ADJOURNMENT OF THE MEETING.

Chairperson Vassar adjourned the meeting at 8:31 pm.

The next Board of Directors meeting will be held Thursday March 18, 2021 at 6:00 p.m.

**ACRPD 2020 - 2021  
339A Budget Report**

**February 2021  
Period 8 of 13**

**FYTD Completed = 62%**

CODE	CATEGORIES	2020-2021 Budget	February	Expended To Date	Balance	Percent Expended
10111000	Salaries and Wages - Reg F/T Staff	177,741.00	15,122.32	120,927.84	56,813.16	68%
"	<b>Part-time Salaries</b>			-		-0-
"	<b>P/T Monitors</b>	28,080.00	1,125.00	7,599.76	20,480.24	27%
"	<b>2 P/T Maintenance Position</b>			-	-	#DIV/0!
"	<b>P/T Summer Monitors-Special Events</b>			-	-	#DIV/0!
"	<b>Blank</b>			-	-	#DIV/0!
"	<b>Blank</b>			-	-	#DIV/0!
"	<b>Blank</b>			-	-	#DIV/0!
"	<b>Blank</b>			-	-	#DIV/0!
"	<b>Blank</b>			-	-	#DIV/0!
10112400	Salaries & Wages - Commission & Brds	3,500.00	500.00	2,450.00	1,050.00	70%
10113200	Salaries & Wages - Time/one half (OT)	2,500.00	-	325.50	2,174.50	13%
"	Salaries/Wages - Strt Time (No Retirement Contribution)		88.00	313.76	(313.76)	#DIV/0!
10121000	Retirement - Employer Cost (@10.484%)	18,634.00	1,585.41	12,606.03	6,027.97	68%
"	Retirement - <b>UAL</b> (1591.04 mthly or 18457.00)	18,457.00		18,457.00	-	100%
"	Retirement Actuarial Cost	1,000.00		650.00	350.00	65%
10122000	Social Security (OASDHI rate=7.65%)	16,347.00	1,284.75	10,043.90	6,303.10	61%
10123000	Group Insurance - Employer Cost			-		-0-
"	<b>Medical + Admin fee</b>	28,551.00	2,446.78	19,536.87	9,014.13	68%
"	<b>Dental</b>	1,484.00	125.37	1,107.63	376.37	75%
"	<b>EAP</b>	104.00	-	78.30	25.70	75%
"	<b>Vision</b>	296.00	24.57	221.13	74.87	75%
10124000	Work Comp Ins - Employer Cost	7,243.00		5,070.11	2,172.89	70%
10125000	State Unemployment Insurance (Pool)	700.00	109.70	364.06	335.94	52%
10128000	Health Care Retirees	1,282.00	57.98	470.81	811.19	37%
10140000	Cost Reduct Factor (CalPERS UAL Pre Pmt)	274,273.00		-	274,273.00	0%
	<b>TOTALS:</b>	<b>580,192.00</b>	<b>22,469.88</b>	<b>200,222.70</b>	<b>379,969.30</b>	<b>35%</b>

**Resolution 2021-01 Budget Amendment to Increase 10140000 by \$8,000.00 & Decrease 20281700 by Same to pay off CalPERS UAL**

**ACRPD 2020 - 2021  
339A Budget Report**

**February 2021  
Period 8 of 13**

**FYTD Completed = 62%**

CODE	Service & Supply	2020 Budget	February	Expended To Date	Balance	Percent Expended
20200500	Advertising/Legal Notices	500.00	164.79	164.79	335.21	33%
20202900	Business/Conference Expenses	2,200.00		-	2,200.00	0%
20203600	Education and Training Supplies	-		-	-	#DIV/0!
20205100	Insurance - Liability	51,540.00		51,540.00	-	100%
20206100	Memberships Dues	2,000.00		2,000.00	-	100%
20207600	Office Supplies	800.00		385.49	414.51	48%
20207602	Signs	1,000.00		-	1,000.00	0%
20207603	Keys	500.00		-	500.00	0%
20208100	Postage Service	148.00		148.00	-	100%
20208102	Stamps (Postal)	150.00	56.60	82.16	67.84	55%
20208500	Printing Service	3,500.00		-	3,500.00	0%
20210300	Agriculture/Horticultural Services	10,000.00		350.00	9,650.00	4%
20210400	Agricultural/Horticultural Supplies	2,500.00		-	2,500.00	0%
20211100	Building Maintenance Service	2,200.00		1,191.00	1,009.00	54%
20211200	Building Maintenance Supplies	-		-	-	#DIV/0!
20212200	Chemical Supplies (new)	-		-	-	#DIV/0!
20213100	Electrical Maintenance Services	1,000.00		-	1,000.00	0%
20213200	Electrical Maintenance Supplies	200.00		-	200.00	0%
20214100	Land Improvement Maintenance Service	4,000.00		5,711.22	(1,711.22)	143%
20214200	Land Improvement Maintenance Sup.	2,000.00	22.83	1,328.17	671.83	66%
20215100	Mechanical System Maintenance Svcs.	1,500.00		630.00	870.00	42%
20215200	Mechanical System Maintenance Sup.	-		-	-	#DIV/0!
20216200	Painting Supplies	500.00		119.53	380.47	24%
20216700	Plumbing Maintenance Service (new)	1,000.00		-	1,000.00	0%
20216800	Plumbing Maintenance Supplies	500.00		-	500.00	0%
20219100	Electricity	17,500.00	1,052.83	10,983.37	6,516.63	63%



**ACRPD 2020 - 2021  
339A Budget Report**

**February 2021  
Period 8 of 13**

**FYTD Completed = 62%**

CODE	Service & Supply	2020 Budget	February	Expended To Date	Balance	Percent Expended
20219200	Natural Gas Service	2,500.00	523.00	1,225.78	1,274.22	49%
20219300	Refuse Collection/Disposal	4,000.00	189.90	1,601.18	2,398.82	40%
20219500	Sewage Services	3,000.00	30.46	426.44	2,573.56	14%
20219800	Water	30,000.00	1,308.41	19,461.95	10,538.05	65%
20220500	Automotive Maintenance Service	2,000.00	31.34	281.34	1,718.66	14%
20220600	Automotive Maintenance Supplies	300.00		-	300.00	0%
20221100	Grounds Equipment Maintenance Svcs.	4,000.00		1,948.00	2,052.00	49%
20221200	Grounds Equipment Maintenance Sup.	3,000.00	175.50	2,991.06	8.94	100%
20222600	Hand / Expendable Tools	1,200.00	63.49	181.27	1,018.73	15%
20223600	Fuel and Lubricant Supplies	4,200.00	252.56	2,195.00	2,005.00	52%
20226200	Office Equip. Maintenance Supplies	-		-	-	#DIV/0!
20227500	Rent/Lease Equipment	500.00		-	500.00	0%
20227501	Copy Machine - Lease	3,300.00	307.40	2,433.21	866.79	74%
20227504	Miscellaneous	1,500.00	59.22	278.68	1,221.32	19%
20229100	Other Equip Maint. Service	2,000.00		-	2,000.00	0%
20229200	Other Equip Maint. Supply	1,500.00		-	1,500.00	0%
20231400	Clothing/Personal Supplies	100.00		-	100.00	0%
20232200	Custodial Supplies	5,000.00	933.27	2,978.90	2,021.10	60%
20243700	Lab (Medical) Service (Drug Testing)	-		-	-	#DIV/0!
20244300	Medical Service (Pre-emp. testing)	-		-	-	#DIV/0!
20244400	Medical Supplies (First Aid)	350.00		32.29	317.71	9%
20250700	Assessment / Collection Services	7,600.00		3,979.32	3,620.68	52%
20252100	Temporary Services	-		-	-	#DIV/0!
20253100	Legal Services	6,500.00	900.00	5,627.22	872.78	87%
20255100	Planning Service-	-		-	-	#DIV/0!
20257100	Security Service	23,725.00		14,995.00	8,730.00	63%
20258200	Public Relations Service/mkting, web	5,000.00	7.57	2,568.36	2,431.64	51%
20259100	Other Professional Services	5,000.00		388.94	4,611.06	8%

**ACRPD 2020 - 2021  
339A Budget Report**

**February 2021  
Period 8 of 13**

**FYTD Completed = 62%**

CODE	CATEGORIES	2020 Budget	February	Expended To Date	Balance	Percent Expended
20281100	Data Processing -Computer Services	3,000.00		2,200.00	800.00	73%
20281201	Hardware (Computer)	-		59.03	(59.03)	#DIV/0!
20281265	Application Software Maint Lic Renewal	3,000.00	295.00	2,480.46	519.54	83%
20281304	Sales Tsx Adj - Board of EQ	-		-	-	#DIV/0!
20281700	Election Services	4,000.00		1,887.00	2,113.00	47%
20283102	Mileage	1,500.00		170.36	1,329.64	11%
20285100	Recreation Services	-		-	-	#DIV/0!
20285200	Recreation Supplies	2,000.00		2,897.40	(897.40)	145%
20285300	Recreation Supp. (P-S) ELP Program	-		-	-	#DIV/0!
20288000	Prior Year Service & Supply Expe	-		-	-	#DIV/0!
20289800	Other Operating Expenses - Supplies	1,500.00		80.44	1,419.56	5%
20289900	Other Operating Exp. - Misc. expenses	1,000.00		-	1,000.00	-0-
20291300	Auditor/Controller Services	5,500.00		5,495.00	5.00	100%
20291500	Compass Costs	1,000.00		987.83	12.17	99%
20291700	Alarm Services	1,770.00		1,314.89	455.11	74%
20298700	Telephone Services	4,000.00	300.01	2,397.31	1,602.69	60%
20298701	Cell Phones	800.00	40.00	680.64	119.36	85%
20299909	Expenditure Reimbursements	12,500.00		-	12,500.00	0%
<b>TOTALS:</b>		<b>263,083.00</b>	<b>\$ 6,714.18</b>	<b>\$ 158,878.03</b>	<b>\$ 104,204.97</b>	<b>60%</b>

***Resolution 2021-01 Budget Amendment to Increase 10140000 by \$8,000.00 & Decrease 20281700 by Same to pay off CalPERS UAL***

**ACRPD 2020 - 2021  
339A Budget Report**

**February 2021  
Period 8 of 13**

**FYTD Completed = 62%**

CODE	CATEGORIES	2020 Budget	February	Expended To Date	Balance	Percent Expended
30321000	Interest Expense (Side Fund)	9,688.00	786.86	7,377.73	2,310.27	76%
30323000	Lease Obligation Retirement(Side Fund)	27,900.00	2,300.00	20,700.00	7,200.00	74%
"				-	-	#DIV/0!
				-	-	#DIV/0!
30345000	Taxes, Licenses & Assessments	704.00		703.64	0.36	100%
<b>TOTALS:</b>		<b>38,292.00</b>	<b>\$ 3,086.86</b>	<b>\$ 28,781.37</b>	<b>\$ 9,510.63</b>	<b>75%</b>

**FYTD Completed = 62%**

CODE	CATEGORIES	2020 Budget	February	Expended To Date	Balance	Percent Expended
42420100	Building - Community Ctr Upgrades	-		-	-	#DIV/0!
<b>TOTALS:</b>		<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

**FYTD Completed = 62%**

79790100	Contingencies	31,033.00		-	\$ 31,033.00	0%
	Reserved Fund Balance Increase			-	\$ -	0%
<b>Grand Total</b>		<b>\$ 912,600.00</b>	<b>\$ 32,270.92</b>	<b>\$ 387,882.10</b>	<b>\$ 493,684.90</b>	<b>43%</b>

	Beginning Fund Balance Available	394,587.00		-	\$ 394,587.00	0%
	Fund Balance Decreased by	(160,000.00)			\$ (160,000.00)	0%
	Provisions for General Reserves	22,000.00		-	\$ 22,000.00	0%
<b>TOTALS:</b>		<b>256,587.00</b>	<b>-</b>	<b>-</b>	<b>256,587.00</b>	

**ACRPD 2020 - 2021  
339A Revenue**

**February 2021  
Period 8 of 13**

**FYTD Completed = 62%  
Percent Received**

Account		2020 - 21 Budget	February	Received To Date	Unrealized	
91910100	Property Tax-Current Secured	610,000.00		339,147.90	270,852.10	56%
91910200	Property Tax-Current Unsecured	21,000.00		22,611.53	(1,611.53)	108%
91910300	Property Tax-Current Sup.	13,000.00		4,971.18	8,028.82	38%
91910400	Property Tax Sec. Delin.(+Teeter)	4,300.00		5,161.79	(861.79)	120%
91910500	Property Tax Supplemental Delin.	800.00		796.27	3.73	100%
91910600	Property Tax-Unitary	6,100.00		3,034.94	3,065.06	50%
91912000	Redemption	-		-	-	#DIV/0!
91913000	Property Tax Prior Unsecured	300.00		390.63	(90.63)	130%
91914000	Penalty	100.00		93.06	6.94	93%
91919600	RDA Residual Distribution	-	5,417.77	5,417.77	(5,417.77)	#DIV/0!
<b>Total Taxes</b>		<b>\$ 655,600.00</b>	<b>\$ 5,417.77</b>	<b>381,625.07</b>	<b>\$ 273,974.93</b>	<b>58%</b>
94941000	Interest	2,000.00		571.00	1,429.00	29%
94942900	Building Rental (Parks & Facilities)	4,674.96		840.00	3,834.96	18%
"	Building Rental (Cell Towers 4610.42)	55,325.04		31,972.94	23,352.10	58%
95952200	Homeowner Property Tax Relief	6,000.00		2,774.21	3,225.79	46%
95952900	In Lieu Taxes - Other	-		-	-	#DIV/0!
95953300	Redevelopment Passthru	4,000.00	4,163.45	4,163.45	(163.45)	104%
95956300	State-Federal Grants	-		-	-	#DIV/0!
95956900	Other Funds - Local (GRANT)	-		-	-	#DIV/0!
"	<b>Grant = Park Sponsorships</b>			-	-	#DIV/0!
"	<b>Funds Transferred from 339I</b>			-	-	#DIV/0!
"	<b>Blank</b>			-	-	#DIV/0!
96964600	Recreation Fees	-		-	-	#DIV/0!
97974000	Insurance Proceeds	10,000.00		-	10,000.00	0%
97979000	Miscellaneous	15,000.00		9,126.50	5,873.50	61%
97979900	Prior Year (Funds moved to )			-	-	#DIV/0!
98986200	Proceeds from Asset sale - Spec Dist			-	-	#DIV/0!
	Fund Balance Available =xxxxxxx.xx			-	-	#DIV/0!
<b>Problem</b>	**County Error In Process of Correction**	-		-	-	0%
<b>Total Other Revenue</b>		<b>\$ 97,000.00</b>	<b>\$ 4,163.45</b>	<b>\$ 49,448.10</b>	<b>\$ 47,551.90</b>	<b>51%</b>
<b>Total Revenue</b>		<b>\$ 752,600.00</b>	<b>\$ 9,581.22</b>	<b>\$ 431,073.17</b>	<b>\$ 321,526.83</b>	<b>57%</b>

**Register Expense Report**  
**FY 2020 - 2021**  
**2/1/2021 Through 2/28/2021**

			Account	339A		
Date	Num	Description	Memo	Category	Amount	
2/2/2021	23753	S CalPERS - 521	1/16 - 1/31/2021 EE Contrib	5420524	-523.13	
			1/16 - 1/31/2021 ER Contrib	121000	-783.48	
2/2/2021		23754 Cintas - 56036	1/26/2021 - 20 cases trash liners / 2 cases office liners	232200	-588.08	
2/2/2021	23755	S Fast Break - 37998	1/2021- Phone service	298700	-195.00	
			2/2021 - email exhchange + Brd mbrs	298701	-40.00	
2/2/2021	23756	S Home Depot - 2843	Office deck boards	214200	-22.83	
			Dual foot inflater	222600	-18.30	
			2-blue tarps	227504	-59.22	
			2- spray bottles	232200	-7.06	
2/2/2021		23757 OK Tire - 14277	2010 Ford - repair tire	220500	-31.34	
2/2/2021		23758 Orbit Station - 33714	1/2021- Fuel Chgs	223600	-222.57	
2/2/2021		23759 PG&E - 1383	1/2021-Billing	219200	-523.00	
2/2/2021	23760	S Sacramento County Utilities - 666	12/22/2020 - 2/21/2021 Billing	219500	-276.28	
			COVID-19 Credit	219500	245.82	
2/2/2021	23761	S Umpqua CC - 71085	2021 EE oster & Pamphlets	200500	-164.79	
			Mailed item / 1 roll postage stamps	208102	-56.60	
			Marketing - FaceBook	258200	-7.57	
2/9/2021	23762	S Bar-Hein Co. - 1463	Parts-Edger blades, weedeater, chain saw	221200	-175.50	
			2/rakes, 4/tarps	222600	-45.19	
2/9/2021		23763 Central Control System - 23278	2/2021 - Wireless irrigation	281265	-220.00	
2/9/2021		23764 Cintas - 56036	2/5/2021 - Custodial	232200	-112.71	
2/9/2021		23765 Cole Huber - 54641	1/202 Ref-Pending matters, Prepare & attennd Brd mtg	253100	-900.00	
2/9/2021		23766 Republic Services - 57909	1/2021 - Billing	219300	-189.90	
2/9/2021		23767 SCI Consulting Group - 2365	FY 18-19 Annual & 5 yr Nexus study (related consulting	259100	-1500.00	
2/9/2021		23768 SMUD - 4025	1/2021 - SMUD Billing	219100	-1052.83	
2/9/2021		23769 US Bank - 68934	2/2021-Xerox Copier (w/late fee)	227501	-307.40	
2/11/2021	EFT	# 400039348 - Health Benefits	Health Benefits Pay Date 2/11/2021	123000	-1220.46	
2/11/2021	P/R+Taxes	S Payroll And Taxes	Period 1/16 - 1/31/2021 Ck date 2/11/2021	111000	-8035.66	
			Brd Pay Ck date 2/11/2021	112400	-500.00	
			Time/One Half - Ck date 2/11/2021	113200	0.00	
			OASDHI - Ck date 2/11/2021	122000	-651.40	
			SUI ER Contrib Ck date 2/11/2021	125000	-81.03	
2/17/2021	23770	S CalPERS - 521	2/1 - 2/15/2021 EE Contrib	5420524	-535.45	
			2/1 - 2/15/2021 ER Contrib	121000	-801.93	
2/17/2021		23771 Cintas - 56036	12/24/2020 - Custodial (rec'd invoice 2/16/2021)	232200	-112.71	
2/17/2021		23772 Comcast - 12322	2/2021-Billing-Phone/HSI	298700	-105.01	

2/17/2021	23773	S	GSRMA - 29229	3/2021-Dental 3- EEs	123000	-125.37
				3/2021-Dental-1 depend	5420516	-33.60
				3/2021-Vision- 3 EEs	123000	-24.57
				3/2021-Vision- 1 depend	5420516	-7.56
2/17/2021			23774 Phillips 66 - 58398	1/2021 - Stmt (late fee)	223600	-29.99
2/17/2021			23775 Sacramento Suburban Water - 26158	2/2021 - Garfield (ACP)	219800	-430.81
2/22/2021	23776	S	CalPERS Health - 12733	3/2021-Medical - 3 EE's	5420516	-2440.92
				3/2021-Medical - EE Admin Fee	123000	-5.86
				3/2021-Medical - 1 Retiree	128000	-57.98
2/22/2021			23777 Cintas - 56036	2/19/2021 - Custodial	232200	-112.71
2/22/2021			23778 Fulton-El Camino Rec & Park - 2968	1/2021 - Patrol Service	257100	-1560.00
2/22/2021	23779	S	Umpqua Bank - 52152	3/2021 - Side Fund - Interest	321000	-786.86
				3/2021 - Side Fund - Principal	323000	-2300.00
2/22/2021	DepPermit	S	County Of Sacramento Deposit Permi	Studio / Field Space	942900	4610.42
				Event Building / GPA / Park Rentals / Cell Towers	942900	120.00
				Grants -	956300	0.00
				Misc Funds Collected	979000	14.84
2/23/2021			23780 Inland Business Systems - #1536	Qtrly copy/scan S/H chg	227501	-5.40
2/23/2021			23781 Sacramento Suburban Water - 26158	2/2021 - Myrtle (Oak)	219800	-735.50
2/23/2021			23782 Sacramento Suburban Water - 26158	2/2021 - HSP	219800	-142.10
2/26/2021	EFT		# 400039432 - Health Benefits	Health Benefits Pay Date 2/26/2021	123000	-1220.46
2/26/2021	P/R+Taxes	S	Payroll And Taxes	Period 2/1/2021 - 2/15/2021 Ck date 2/26/2021	111000	-8299.66
				Brd Pay Ck date 2/26/2021	112400	0.00
				Time/One Half - Ck date 2/26/2021	113200	0.00
				OASDHI - Ck date 2/26/2021	122000	-633.35
				SUI ER Contrib Ck date 2/26/2021	125000	-28.67
2/26/2021	TaxRevenu	S	Property Tax(s) Deposited Per County	2/2021-Property Tax - Current Secured	910100	0.00
				2/2021-Property Tax - Current Unsecured	910200	0.00
				2/2021-Property Tax - Current Sup.	910300	0.00
				2/2021-Property Tax Sec Delin.(+Tetter)	910400	0.00
				2/2021-Property Tax Supplement Delin.	910500	0.00
				2/2021-Properry Tax-Unitary	910600	0.00
				2/2021-Redemption	912000	0.00
				2/2021-Property Tax Prior Unsecured	913000	0.00
				2/2021-Penalty	914000	0.00
				2/2021-RDA Residual Distribution	919600	5417.77
				2/2021-Interest	941000	0.00
				2/2021-Homeowner Property Tax Relief	952200	0.00
				2/2021-Redevelopment Passthru	953300	4163.45
				TOTAL 2/1/2021 - 2/28/2021		-24,475.50
				BALANCE 2/28/2021		14,003.68

TOTAL INFLOWS	14,572.30
TOTAL OUTFLOWS	-39,047.80
NET TOTAL	-24,475.50

**ACRPD 2020 - 2021**  
**339D Expenditures**

**February 2021**  
**Period 8 of 13**

**FYTD Completed = 62%**

CODE	CAPITAL OUTLAY	20-21 Budget	February	Expended To Date	Balance	Percent Expended
42420100	Buildings <b>New ADA Features @ HSP</b>	1,400.00	6.27	56.43	1,343.57	4%
42420110	Leasehold Improv. <b>(Oakdale Park)</b>			-	-	#DIV/0!
42420200	Structures <b>ACP Park Improv. Proj</b>			841.12	(841.12)	#DIV/0!
43430300	Equipment-SD Non-Recon - <b>New Play Equip</b>			-	-	#DIV/0!
45450300	Infr--SD-Non-Recon - <b>ACP Pedi Bridge Proj</b>			-	-	#DIV/0!
46460300	Other Intangible Asset-Spec Dist - <b>HSP site plan &amp; Locati</b>	49,367.00	-	-	49,367.00	0%
46461300	Intangibles - ???			-	-	
				-	-	-0-
<b>TOTALS:</b>		<b>50,767.00</b>	<b>\$ 6.27</b>	<b>\$ 897.55</b>	<b>\$ 49,869.45</b>	<b>2%</b>



**ACRPD 2020 - 2021**  
**339D Revenue**

**February 2021**  
**Period 8 of 13**

**FYTD Completed = 62%**

<b>Account</b>		<b>20-21 Budget</b>	<b>February</b>	<b>Received To Date</b>	<b>Unrealized</b>	<b>Percent Received</b>
<b>94941000</b>	Interest Income			55.00	(55.00)	#DIV/0!
				-	-	#DIV/0!
<b>95952900</b>	In Lieu Fees Transfer			-	-	#DIV/0!
				-	-	#DIV/0!
<b>95956300</b>	State-Federal Grants(Jo Smith Pedi Bridge Proj)			-	-	#DIV/0!
"	State-Federal Grants (Dist Proj/Per Capita Funds)			-	-	#DIV/0!
"				-	-	#DIV/0!
"				-	-	#DIV/0!
"				-	-	#DIV/0!
"				-	-	#DIV/0!
"				-	-	#DIV/0!
<b>95956900</b>	Other Funds - Local (Fund Source 339I Impact Fees	45,000.00		-	45,000.00	0%
"	*Jo Smith Pedi Bridge Proj			-	-	#DIV/0!
"	*ACP-Park Improvements			-	-	#DIV/0!
"	*HSP Community Ctr Improvements			-	-	#DIV/0!
"	*HSP ADA Improvements			-	-	#DIV/0!
	*HSP Planning, Accessible Parking & Pathways			45,000.00	(45,000.00)	#DIV/0!
<b>95956910</b>	State Match <b>UMPQUA Bank Line of Credit</b>			-	-	#DIV/0!
	**			-	-	#DIV/0!
				-	-	#DIV/0!
				-	-	#DIV/0!
				-	-	#DIV/0!
<b>5506614</b>	Investment Earns			-	-	#DIV/0!
<b>Total Other Revenue</b>		<b>\$ 45,000.00</b>	<b>\$ -</b>	<b>\$ 45,055.00</b>	<b>\$ (55.00)</b>	<b>100%</b>

	<i>Beginning Fund Balance Available</i> \$5767.00			-	\$ -	0%
	<i>Fund Balance Decreased by</i>	5,767.00			\$ 5,767.00	
<b>TOTALS:</b>		<b>50,767.00</b>	<b>-</b>	<b>45,055.00</b>	<b>5,712.00</b>	

**Register Expense Report**  
**FY 2020 - 2021**  
**2/1/2021 Through 2/28/2021**

Account 339D					
Date	Num	Description	Memo	Category	Amount
2/22/2021	203	Umpqua Bank - 52152	3/2021 Interest new project loan	420100	-6.27
			TOTAL 2/1/2021 - 2/28/2021		-6.27
			BALANCE 2/28/2021		49,924.74
			TOTAL INFLOWS		0
			TOTAL OUTFLOWS		-6.27
			NET TOTAL		-6.27

**Arcade Creek Recreation and Park District  
2020 - 2021 Monthly Revenue Reports**

**February 2021**

**Period 8**

**339B - Grant Trust**

<b>Beginning Balance</b>	<b>Debits</b>	<b>Credits</b>	<b>Ending Balance</b>
\$ -	\$ -	\$ -	\$ -

**088H - Park Dedication**

<b>Beginning Balance</b>	<b>Debits</b>	<b>Credits</b>	<b>Ending Balance</b>
\$ 1,198.66	\$ -	\$ -	\$ 1,198.66

**339C - ADA Funds**

<b>Beginning Balance</b>	<b>Debits</b>	<b>Credits</b>	<b>Ending Balance</b>
\$ 1,363.59	\$ -	\$ -	\$ 1,363.59

**339I - Park Impact Fee's**

<b>Beginning Balance</b>	<b>Debits</b>	<b>Credits</b>	<b>Ending Balance</b>
\$ 507,290.05	\$ -	\$ 460.53	\$ 507,750.58

**Arcade Creek Recreation Park District  
Monthly Payroll Report**

End of

\*Pay Period:

February 15, 2021

February 28, 2021

Payroll Issued:

February 28, 2021

March 15, 2021

<b>Administration Division</b>	5713.16	5713.16	11,426.32
<b>Board Members = 5</b>	0.00	250.00	250.00
<b>Parks Division</b>	2024.00	1617.00	3,641.00
PT Maint	0		-
<b>Recreation Division</b>			
Monitors, etc	562.50	480.00	1,042.50
Misc - Staff	0.00	0.00	-
Rec. Staff (Other)	0.00	0.00	-
	<b>\$ 8,299.66</b>	<b>\$ 8,060.16</b>	<b>\$ 16,359.82</b>
<b>Employer Paid Taxes</b> <i>(FICA, Medicare, SUJ)</i>	<b>661.99</b>	<b>Unavailable</b>	

**Facility Rental Report**

**February 2021**

**94942900 - SOCIAL/EVENT BUILDING/GPA RENTALS**

Rental Date	Renter	Location	Amount
			0.00
	SACC (Creek Mtg's)	Sm Rm	-0-
			-0-

*Total Rentals* \$ -

**94942900 - LONG TERM STUDIO/ FIELD SPACE RENTAL**

Rental Date(s)	Renter	Location	Amount
Feb/Mar 2021 Classes	Albree Dog Training	HSP	120.00
			0.00

*Totals* \$ **120.00**

**MISC. OTHER REVENUES**

Rebate 2020 Umpqua CC	14.84
	0.00

*Totals* \$ **14.84**

**Arcade Creek Recreation and Park District**

**MEETING DATE: March 18, 2021**

**AGENDA ITEM: 5 g Consent Agenda  
Correspondence Period 8**



# COMMUNICATOR

## 2021



### PRESIDENT'S MESSAGE

Happy New Year? I've added the question mark to my hangover from the events of 2020 is still with me. We had many good things happen at CARPD last year. We became proficient at Zoom Webinars, with the General Managers group and the Board of Director's group holding interesting and educational virtual meetings. And the Virtual Conference in May was a huge success. We added new, vibrant members to the CARPD staff. Last but not least, our loyal Sponsors stuck by us.

As we ring in the New Year, this is a great time to connect with your elected representatives in Sacramento. Recently, my EBRPD colleagues and I met with Assembly Members and State Senators to advocate for Wildfire/fuels reduction funding, promoting the Climate Bond (SB 45- See Russ Noack's Legislative Update for more on this item), Covid-19 relief funding and declaring our frontline workers as "Essential Workers", deserving of prioritized vaccinations.

We're still doing Zoom Webinars. On February 23, we will be hosting a Board Member Orientation. Executive Director, Matthew Duarte, will address Brown Act updates, the Board's role as policymaker, and how to effectively collaborate with Board colleagues in the pandemic and beyond. We hope you can join us for what is sure to be an interesting discussion for Board Members new and old!

Ever optimistic, the Board and staff have rescheduled the Annual Conference to June 23-26 in Monterey. This year's conference theme is, "*The Essentials: Everyday Heroes in Your Community*". We're confident this will be an "in-person" event. Stay tuned for registration information and we hope to see everyone in Monterey.

I'd also like to welcome our newly appointed Board Member, Gigi Bannister from Rim of the World Recreation and Park District in San Bernardino County. In addition to serving her community the the District, Ms. Bannister is a veteran and experienced filmmaker. Welcome, Gigi!

Lastly, I would be remiss if I did not recognize our outgoing colleague on the CARPD Board, Mr. Mark Johnson from Rancho Simi Recreation and Park District. Many of you know Mark as former CARPD President and the lively emcee at Conferences past. Mark was a dedicated public servant, a positive spirit, and friend to many all over California. We wish Mark the best in retirement!

Count your blessings and hang on. 2021 should be an interesting ride!

Dennis Waespi,  
East Bay Regional  
Park District



### INSIDE THIS ISSUE:

President's Message	1
CARPD GM Spotlight: Hallie Greene Boulder Creek RPD	2
Legislative Update	3
New Year, New Laws	4
Welcome New CARPD GMs	5

### CARPD STAFF:

- Executive Director:**  
Matthew Duarte  
[mduarte@capri-jpa.org](mailto:mduarte@capri-jpa.org)
- Safety Analyst:**  
Kirk Andre  
[kandre@capri-jpa.org](mailto:kandre@capri-jpa.org)
- Administrative Analyst:**  
Monica Breck  
[mbreck@capri-jpa.org](mailto:mbreck@capri-jpa.org)
- Administrative Assistant:**  
Jordan Coyle  
[jcoyle@capri-jpa.org](mailto:jcoyle@capri-jpa.org)

### BOARD OF DIRECTORS:

- President:**  
Dennis Waespi
- Past President:**  
Rick Sloan
- President Elect:**  
Nick Schouten
- Secretary:**  
Michelle Lacy
- CFO:**  
Al McGreehan
- Directors:**  
Brian Danzl  
Michael Seaman  
Doug Nickles  
Gigi Bannister  
Dean Wetter  
Stephen Fraher

## CARPD GM SPOTLIGHT: HALLIE GREENE—BOULDER CREEK RPD

By Mallory Pickett

Originally published on December 21, 2020 (edited for length)

Republished with the express consent of the author and [Lookout Santa Cruz](#)

### **Losing her home to fire helped Hallie Greene learn how to help others**

Like most of the people who survived the CZU Lightning Complex fire, Hallie Greene couldn't imagine that a disaster of that scale ever would befall her.

From the moment a helicopter flew over her house ordering her to evacuate, to when she returned home and found her house gone and the ground around it still smoldering — none of it felt quite real. “I don't know that I still have my brain wrapped around it really,” she said.

After the devastation, the Santa Cruz Mountains got a lot of attention. Greene and her neighbors heard from everyone from the New Yorker to the LA Times, and Greene even got a call from a journalist in Russia, who asked if she was planning to move away because of global warming.

“Where else would I go?” Greene said. She never considered leaving. Instead, she's become a major force helping the community rebuild through her role as manager of the Boulder Creek Recreation & Park District.

Greene runs a recovery hub out of the Bear Creek Community Center, a recreation site that was left unused due to COVID-19, but where she and others now help fire survivors every weekend.

It all started after she went to local firefighters for help after her house burned down.

“[They] showed me what the county had brought up for fire relief and it was like some garbage bags on the ground with masks and a tarp,” she said. “I hadn't been through a disaster yet, so I don't know what there should be, but I looked at that and thought, ‘Well, it should probably be more than that.’”

Greene worked with the county, the Red Cross and Federal Emergency Management Agency to start organizing a sort of recovery “fair” at the rec center, with booths for different agencies providing different kinds of help.

She and her volunteers help connect fire victims with the various resources, agencies, and donations that can help them, work that there is still a lot of demand for and is planned to continue into next year.

A Boulder Creek native, Greene, 37, left town for college and to work in the film industry in New York and Los Angeles, but returned home in 2007 to help her mother through a cancer diagnosis.

As soon as she was home, she found herself drawn to the Boulder Creek Recreation Center, a place where she had fond memories of spending time as a child. Greene started by offering dance classes and events, and by 2011 she was managing the place.

With her house burned to the ground, she is now living in a trailer on a friend's property with her two children. Like most of her neighbors, she's beginning the long, slow process of rebuilding.

Throughout the ordeal, it had been obvious to her that she needed to step in to help. What was more surprising was to be in the position of needing help herself.

Greene was overwhelmed by the donations she personally received — toys, clothing, gift cards, even a generator — and for her community at large. She watched every GoFundMe met or exceed its goals.

“I've never been a victim of something or had to really receive,” she said. “It's been a really good learning lesson in that way.”



## LEGISLATIVE UPDATE

By Russ Noack  
Public Policy Advocates, LLC

Despite the introduction of a vaccine to targeted segments of the population, the COVID-19 pandemic continues to negatively affect the legislative process. Due to the significant increase in the number of cases in December and the need to adhere to the shelter in place policy throughout the state, leadership decided to delay convening the 2021-22 Legislative Session until January 11. When the Legislature resumed, the Democrats once again held supermajorities in both Houses. The Assembly now has 59 Democrats, 19 Republicans, 1 Independent (Chad Mayes) and 1 vacancy since Shirley Weber has been appointed to replace Alex Padilla as the Secretary of State. The Senate roster is 30 Democrats, 9 Republicans and 1 vacancy.

Governor Newsom released a \$227 billion State Budget proposal providing for significant funding to support his highest program priorities. Since tax revenues have exceeded all expectations, the Governor is calling on the Legislature to expedite funding in a number of areas, including vaccine distribution, reopening of schools, assistance for low-income families, funds for businesses hurt severely by COVID-19 restrictions and restoration of wages to state workers who received pay cuts last year. The Governor's Budget proposal further enhances many of his priority areas, which had limited funding increases in 2020 including environmental protection, climate change, natural resource programs, wildfire prevention, emergency preparedness and response, affordable housing, and homelessness. Budget hearings, which will allow legislative input, have begun and will continue for the next four months prior to the final Budget being enacted by the commencement of the new fiscal year on July 1.



Once again, this year, most of the participation of the public at hearings will be provided by virtual or telephonic testimony. The Capitol remains restricted for the time being to try to combat the spread of the pandemic to legislators and staff. Committee activity will accelerate after the bill introduction deadline date of February 19. Interestingly, the leaders of both Houses have decided to not reduce the number of bill introductions by their members, so we can expect the usual avalanche of bills coming to light in late February.

Some holdover bills have been reintroduced by members in the new legislative session. A \$5.5 billion bond package, if approved by the voters on the 2022 Ballot, would fund wildfire prevention, safe drinking water, drought preparation, and flood protection programs has been introduced by Senator Anthony Portantino. The bond measure is [Senate Bill 45](#), which mirrors the number and content of last year's bill authored by Senator Ben Allen. Discussions about building the bill out, including inserting a per capita feature will begin soon.

[Assembly Constitution Amendment No. 1](#) has been reintroduced by Cecilia Aguiar-Curry. The measure would place on the 2022 Ballot provisions to reduce the vote threshold for passage of local government tax investments in affordable housing and infrastructure improvements to 55% instead of the existing 2/3 vote requirement. The bill, which would track the vote threshold for school construction bonds, was defeated on the Assembly Floor last year despite garnering 44 recorded votes (54 needed for passage).

The CARPD Legislative Committee met in December to begin constructing an active legislative program for 2021. Increasing funding opportunities from both state and federal sources and promoting the effort to recognize the major contributions recreation and park districts continue to make on California including community support for students and their families using facilities for distanced learning, providing testing areas, creating cooling centers for the homeless and providing assistance for wildfire response and fire prevention activities.

## NEW YEAR, NEW LAWS: SOCIAL MEDIA & PUBLIC OFFICIALS

By Sean De Burgh, Esq.  
Cole Huber, LLP

### **Brown Act: Public Officials' Use of Social Media**

After a number of years of questions, the Brown Act has been amended to address a public official's use of social media such as Facebook, Twitter, Instagram, TikTok, Snapchat, Reddit, or any social media platform open and accessible to the public, including chatrooms, forums, or blogs, where the public can participate without charge and without approval by the platform (except for blocking inappropriate content). The legislation acknowledges that constituents and the public have greater access to public officials through social media than through individual interaction (especially with virtual meetings).

The change is set out in revisions to the definition of "meeting" in Government Code Section 54952.2(b)(3). The legislation tries to strike a balance between communication with the public on social media and improper serial meetings as follows:

Permitted Communications. A public official subject to the Brown Act (such as a City Council member or special district board member) may use social media to do the following regarding general matters within the public official's jurisdiction (and presumably those that are not):

- Answer questions from the public (but not from other council or board members);
- Provide information to the public; and
- Solicit information from the public regarding a matter that is within the legislative body's subject matter jurisdiction.

Prohibited Communications. The amendment does not change the current rule that a majority of the members of a legislative body are prohibited from meeting outside a properly noticed public meeting to "discuss, deliberate, or take action on an item" that is within that legislative body's subject matter jurisdiction. In fact, the amendment imposes a stricter rule: In terms of social media, one-on-one conversations between members of the same legislative body are not allowed. Therefore, a public official may not use social media to discuss a matter that is within the subject matter jurisdiction of the legislative body, including, but not limited to, upcoming or on-going agenda items, as, for example, those that are the subject of an upcoming public hearing.

The prohibition includes comments or the use of "digital icons" (e.g., Facebook's like, love, haha, wow, sad, and angry reactions\*) to express a reaction to a communication from another member of that legislative body. Therefore, under the amended Brown Act, council member A is prohibited from "liking" council member B's Facebook post concerning a matter within the jurisdiction of that legislative body.

A public official can continue to engage in individual contacts with another person that does not violate these rules, i.e. individual emails with a constituent or with a public official on another legislative body. The official also may engage in individual contacts with another member of the same legislative body, although not on social media.

\*



## CARPD BOARD MEMBER ORIENTATION—FEBRUARY 23, 2021

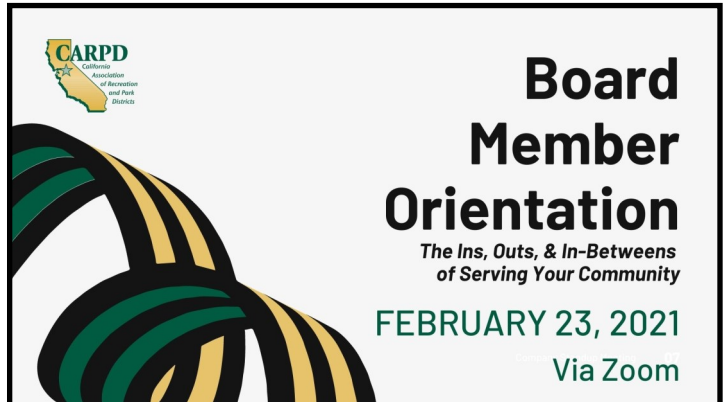
CARPD Executive Director, Matthew Duarte, will conduct this one hour session designed specifically for Board Members of Recreation & Park Districts in California. As a licensed attorney and former Board Member himself, Mr. Duarte will address the unique role of the Park District Board and his personal experiences serving his community. This training is ideal for new Board Members, but will also touch on matters new and relevant to even the most seasoned of electeds.

Topics will also include Brown Act compliance and recent updates, the Board's role as policymaker, and how to effectively collaborate with Board colleagues in the pandemic and beyond.

Registration required: [CLICK HERE](#)

4:00 P.M. - 5:00 P.M. on February 23, 2021

FREE to CARPD Members; \$50.00 to Non-Members



## CARPD CONFERENCE—JUNE 23-26, 2021

In 2020, the public at large learned what we at CARPD have known for years: our local parks are essential! As we enter a new year full of hope and primed for healing, our annual CARPD Conference will honor the dedicated service of our member districts -- the everyday heroes within our communities. Our Districts have continuously endeavored to meet the unprecedented demand upon their facilities and recreation spaces while also striving to better the collective physical health and mental well-being for us all. These efforts are certainly worth celebrating!

On behalf of the Board of Directors of CARPD, we wanted to invite you to join us at our **Annual Conference in Monterey on June 23 – 26, 2021**. Our team is working diligently to make this year's Conference a safe and an enjoyable experience and we are looking forward to a great event! Conference registration opens on February 16, 2021 so stay tuned to [caparkdistricts.org](http://caparkdistricts.org) and see you in Monterey!



## Monthly activity report for: Arcade Creek Recreation and Park District

Reporting Period: 2021-02-01 to 2021-02-28

### Arcade Creek Park

#### Notice To Appear Issued

No NTAs issued during this reporting period.

#### Parking Citations Issued

1) Date/Time: 2021-02-17 15:16

V1: 5200(a) CVC Display of two license plates required

#### Onsite Arrests Made

No onsite arrests made during this reporting period.

#### Dispatched Calls For Service

No dispatched calls for service during this reporting period.

#### D.U.I Arrests

No DUI arrests made during this reporting period.

#### Warrant Arrests

No warrant arrests made during this reporting period.

#### Warnings Issued

1) Date/Time: 2021-02-15 17:54

Violation: 5200(a)CVC

---

### Hamilton Street Park

#### Notice To Appear Issued

No NTAs issued during this reporting period.

#### Parking Citations Issued

1) Date/Time: 2021-02-01 21:22

V1: 10.24.030(b) SCO Prohibited stopping, standing, parking

2) Date/Time: 2021-02-03 20:55

V1: 10.24.030(b) SCO Prohibited stopping, standing, parking

3) Date/Time: 2021-02-15 18:13

V1: 9.36.065(e) SCO Parking in park after hours

#### Onsite Arrests Made

No onsite arrests made during this reporting period.

#### Dispatched Calls For Service

No dispatched calls for service during this reporting period.

#### D.U.I Arrests

No DUI arrests made during this reporting period.

#### Warrant Arrests

No warrant arrests made during this reporting period.

#### Warnings Issued

No warnings issued during this reporting period.

---

## **Oakdale Park**

### **Notice To Appear Issued**

1) Date/Time: 2021-02-08 18:44

Violation 1: 12500(a) CVC Unlicensed Driver, Severity: Mis

Violation 2: 16028(a) CVC No Insurance, Severity: Inf

Violation 3: 4000(a) CVC No current registration, Severity: Inf

### **Parking Citations Issued**

1) Date/Time: 2021-02-10 14:08

V1: 4000(a) CVC No current registration

2) Date/Time: 2021-02-10 14:13

V1: 4000(a) CVC No current registration

3) Date/Time: 2021-02-17 14:34

V1: 4000(a) CVC No current registration

### **Onsite Arrests Made**

No onsite arrests made during this reporting period.

### **Dispatched Calls For Service**

No dispatched calls for service during this reporting period.

### **D.U.I Arrests**

No DUI arrests made during this reporting period.

### **Warrant Arrests**

1) Date/Time: 2021-02-13 20:52

Severity: Fel

Warrant Ammount: 50,000

### **Warnings Issued**

1) Date/Time: 2021-02-03 21:25

Violation: 9.36.067SCO

---

## **Off Property**

### **Notice To Appear Issued**

1) Date/Time: 2021-02-07 15:53

Violation 1: 11377(a) HS Possession of a controlled substance, Severity: Mis

Violation 2: 11364 HS Paraphernalia, Severity: Mis

Violation 3: 9.36.056 SCO Refuse,littering, Severity: Inf

2) Date/Time: 2021-02-14 17:10

Violation 1: 11377(a) HS Possession of a controlled substance, Severity: Mis

Violation 2: 11364 HS Paraphernalia, Severity: Mis

Violation 3: 14601.2 CVC Suspended License DUI, Severity: Mis

Violation 4: 24250 CVC Headlamp during darkness, Severity: Inf

3) Date/Time: 2021-02-20 21:14

Violation 1: 11350(a) HS Possession of narcotic controlled substance, Severity: Mis

Violation 2: 11364 HS Paraphernalia, Severity: Mis

Violation 3: 466 PC Possession of Burglary Tools, Severity: Mis

Violation 4: 22210 PC Lead Cane / Baton, Severity: Mis

4) Date/Time: 2021-02-26 20:29

Violation 1: 11350(a) HS Possession of narcotic controlled substance, Severity: Inf

Violation 2: 11377(a) HS Possession of a controlled substance, Severity: Inf

5) Date/Time: 2021-02-26 20:41

Violation 1: 11350(a) HS Possession of narcotic controlled substance, Severity: Inf

**Parking Citations Issued**

No parking citations issued during this reporting period

**Onsite Arrests Made**

No onsite arrests made during this reporting period.

**Dispatched Calls For Service**

No dispatched calls for service during this reporting period.

**D.U.I Arrests**

No DUI arrests made during this reporting period.

**Warrant Arrests**

No warrant arrests made during this reporting period.

**Warnings Issued**

No warnings issued during this reporting period.

**MEETING DATE: March 18, 2021**

**ITEM # 6 a**

**SUBJECT: Matthew Duarte, Executive Director with CAPRI to present and answer questions regarding the new program to cover Volunteers with Workers Compensation Benefits.**

Initiated or requested by

Report coordinated or prepared by:

- Board                       Staff
- Other

  
 Alex Vassar, Interim General Manager

Attachment    Yes    No             Information             Direction             Action

**Objective**

To hear a presentation from the Executive Director of the California Association for Park and Recreation Indemnity ("CAPRI") regarding the Association's offer to extending workers' compensation insurance coverage to volunteers as well as other CAPRI news.

**Recommended Action**

None. This item is simply to receive information.

**Background**

- Matthew Duarte is the Executive Director of CAPRI, the Joint Powers Authority ("JPA") to which ACRPD belongs and from whom we receive insurance coverage.
- In January 2021, the Board received a letter from CAPRI regarding extending workers' compensation insurance coverage to volunteers. The issue was discussed at the February 2021 board meeting and it was decided at that time to not proceed with approving the resolution until the Board were able to have some questions answers.
- The Board directed that the item be tabled and brought up again at a subsequent meeting and Treasurer Gualderama was requested to discuss the matter with Mr. Duarte and report back.

**Analysis**

- After Mr. Duarte offered to attend the March meeting to speak on the issue and answer questions, both General Manager Fraher and Treasurer Gualderama indicated that they approved of his presentation being added to the agenda.
- Mr. Duarte will also be speaking about the upcoming CARPD Conference 2021, to be held June 23 – 26<sup>th</sup> in Monterey as well as nominations for the CAPRI "Awards of Distinction".

**Alternatives**

- This is an informational item.

**Coordination and Review**

- Hearing a presentation from our insurance carrier appears to be a standard practice.

**Budget/Cost Impact**

- None

**Attachments**

- The January 2021 letter from Matthew Duarte (CAPRI).



1075 Creekside Ridge Drive  
Suite 240  
Roseville, CA 95678

Phone: (916) 722-5550  
Fax: (916) 722-5715  
Website: capri-jpa.org

---

January 4, 2021

To: CAPRI Workers' Compensation Program Members

From: Matthew Duarte, Executive Director

RE: Workers' Compensation Coverage for Volunteers | Resolution Due by March 5, 2021

We know that volunteers play a large role in the delivery of recreation and park services provided by CAPRI's members. And we expect our districts will continue to rely upon the generous contributions of community volunteers for years to come. To facilitate continued volunteer service for our members, the CAPRI Board of Directors recently resolved to make District volunteers (which can include your District's Board Members) eligible to be covered under your CAPRI Workers' Compensation insurance at no additional cost. While your District may have already been extending this benefit to its volunteers, each District should **pass a new resolution and return it to CAPRI by March 5, 2021 in order to continue (or start) covering volunteers and/or its Governing Body members for the upcoming fiscal year.**

WHY Your District Should Extend Workers' Comp Coverage to Volunteers:

From a risk management standpoint, it is much preferred to extend Workers' Compensation coverage to volunteers. For example, when a volunteer (which, again, can include your District's Board of Directors) is not covered by Workers' Comp, his or her only remedy for an injury is to file a claim against your District and pursue damages through the civil court system. This can result in costly and time-consuming litigation and a significant claim has the potential to adversely impact your District's loss history and, thus, future premiums. Importantly, it can also result in unnecessary delays in obtaining competent treatment from qualified professionals.

Conversely, if a volunteer is covered under Workers' Comp, his or her exclusive remedy is through the Workers' Compensation system, which means that they would receive necessary treatment – but at a controlled cost.

HOW Your District Can Extend Workers' Comp Coverage to Volunteers:

The Labor Code allows your District to provide workers' compensation insurance for volunteers, ***but only if your Board has adopted a resolution specifically electing such coverage.*** Section 3363.5 of the California Labor Code provides:



“...a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a Resolution by the Governing Body of the agency so declaring, be deemed to be an employee for workers' compensation purposes.”

Stated another way, these volunteers may be treated as an employee and covered for workers' compensation purposes **only if** a Resolution to that effect is adopted by your District pursuant to Labor Code § 3363.5.

It is likely that your District adopted a volunteer resolution dating back to the 1980s. Whether or not a Resolution is currently in place, please use the enclosed sample Resolution to create or update the document for your Board's approval. When using the sample Resolution provided, please do not make any changes other than the areas highlighted in yellow.

**To ensure accurate and timely implementation of your Resolution, please forward your Board approved Resolution to CAPRI's Administrative Analyst, Monica Breck, at [mbreck@capri-jpa.org](mailto:mbreck@capri-jpa.org) by March 5, 2021.**

As noted above, as a benefit to Program members, **volunteers are covered at no additional premium**, provided that a volunteer resolution has been adopted by the District's Board. To that end, if your Board has adopted the above-resolution then **volunteers should be excluded from your District's estimated and final payroll totals** submitted each year as part of the annual insurance renewal process. More information on the annual payroll estimates will be coming soon.

#### CAPRI Volunteer Toolkit

Lastly, we would like to emphasize that volunteers are an asset! It is important to work with volunteers in a responsible way that minimizes the District's exposure to liability. To assist in that effort, the **CAPRI Volunteer Toolkit is now available online**. The Toolkit includes several important templates such as updated Volunteer Applications and Volunteer Waivers & Releases, among other resources and tools. If you would like more in-depth information regarding volunteer policies and procedures, please reach out to the CAPRI team.

Sincerely,



Matthew Duarte  
*Executive Director*

enclosure

**MEETING DATE:** March 18, 2021

**ITEM # 6 b**

**SUBJECT:** Board Resolution 2021-02, authorizing Workers Compensation Insurance be made available to Board Members, Volunteers, Interns, and Work-study persons at no charge to the District.

**RECOMMENDATION:** Consider Adoption of Board Resolution 2021-02

Initiated or requested by

Report coordinated or prepared by:

- Board
- Staff
- Other

  
 Alex Vassar, Interim General Manager

Attachment:  Yes  No  Information  Direction  Action

**Background:** The California Association of Parks and Recreation Indemnity (CAPRI) is a Joint Powers Authority made up of the Recreation and Park Districts in California. The Board of Directors of CAPRI has determined that volunteers are essential for District operations, and to support the member agencies have decided to offer Workers Compensation for the individuals who choose to volunteer to provide service to the community and to the Citizen Board Members who comprised the Board of Directors.

**Alternatives:**

- Take no action.

**Analysis:** This is a new program being offered by CAPRI as a benefit to member districts. It is hoped that it will increase citizen participation in volunteering and increase the potential number of candidates for elected Board positions.

**Budget/Cost Impact:** No additional cost to the District. Some additional staff time related to records retention is likely.

**Attachment(s):**

- Board Resolution 2021-02, Authorizing Workers Compensation Insurance for Volunteers.

# Arcade Creek

Recreation and Park District

**RESOLUTION No. 2021-02  
RESOLUTION OF THE GOVERNING BODY OF  
THE ARCADE CREEK RECREATION AND PARK DISTRICT,  
DECLARING THAT GOVERNING BODY MEMBERS AND VOLUNTEERS SHALL BE DEEMED TO BE  
EMPLOYEES OF THE DISTRICT FOR THE PURPOSE OF PROVIDING WORKERS' COMPENSATION  
COVERAGE FOR SAID CERTAIN INDIVIDUALS WHILE PROVIDING THEIR SERVICES**

---

**WHEREAS**, the ARCADE CREEK RECREATION AND PARK DISTRICT utilizes the services of Governing Body Members and Volunteers; and

**WHEREAS**, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services; and

**WHEREAS**, the Governing Body wishes to extend Workers' Compensation coverage as provided by State law to the following designated categories of persons as indicated by a checkmark in the box to the left of the descriptions:

- X All Members of the Governing Body of the ARCADE CREEK RECREATION AND PARK DISTRICT as presently or hereafter constituted and/or
- X All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses
- X Individuals on Work-study programs
- X Interns

**NOW, THEREFORE, BE IT RESOLVED**, that such persons coming within the categories specified above, including the duly elected or appointed replacements of any Governing Body Member and other designated individuals be deemed to be employees of the ARCADE CREEK RECREATION AND PARK DISTRICT for the purpose of Workers' Compensation coverage as provided in Division 4 of the Labor Code while performing such service. However, said Governing Body Members and other designated individuals will not be considered an employee of the ARCADE CREEK RECREATION AND PARK DISTRICT for any purpose other than for such Workers' Compensation coverage, nor grant nor enlarge upon any other right, duty, or responsibility of such Governing Body Members or other designated individuals, nor allow such persons to claim any other benefits or rights given to paid employees of the ARCADE CREEK RECREATION AND PARK DISTRICT.

**PASSED, APPROVED AND ADOPTED** this 18<sup>TH</sup> day of March, 2021

---

Chairperson  
ARCADE CREEK RECREATION AND PARK DISTRICT

ATTEST: \_\_\_\_\_  
Secretary, Board of Directors  
ARCADE CREEK RECREATION AND PARK DISTRICT

**Mailing Address: PO Box 418114, Sacramento, CA 95841-8114**  
Physical Address: 4855 Hamilton Street, Sacramento, California 95841-3414  
(916) 482-8377 Fax (916) 483-1320 Email: [acrpdp@acrpdp.com](mailto:acrpdp@acrpdp.com)

**MEETING DATE: March 18, 2021**

**ITEM # 7 a**

**SUBJECT: Discuss appointment process to fill vacant Board positions**

Initiated or requested by

Report coordinated or prepared by:

- Board
- Staff
- Other

  
 Alex Vassar, Interim General Manager

Attachment  Yes  No  Information  Direction  Action

**Objective:**

Discuss and develop a process and timeline to fill the vacant Board positions.

**Recommended Action:**

Create a timeline and key milestones to fill the vacancies within the next two months.

**Background**

- Miles Constantine resigned effective March 11<sup>th</sup>.
- Heather Gonzalez resigned effective March 15<sup>th</sup>.
- The state Elections Code says this Board has sixty (60) days to name a replacement to the Board position, if the Board does not act the County Board of Supervisors may appoint a citizen/resident to fill the position.

**Analysis**

- According to Government Code section 1780, the remaining members of the district board may fill the vacancy either by appointment or by calling an election pursuant to subdivision.
- If the Board elects to fill the vacancy by appointment;
  - The remaining members of the district board shall make the appointment within 60 days of the effective date of the vacancy (by May 14, 2021).
  - The district shall post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the district board makes the appointment.
  - The district shall notify the county elections official of the appointment no later than 15 days after the appointment.
- Because this vacancy is occurring in the first half of a term of office, the person appointed to fill the vacancy shall hold office until their successor qualifies following the next general district election (November 2022).

**Alternatives:**

- The board may decline to take action. After 60 days, but before 90 days, the Sacramento County Board of Supervisors would be required to either 1) name a replacement or 2) order the district to call an election to fill the vacancies.

**Coordination and Review**

- This is standard practice of the board. This recommendation is based on the action taken by the Board when Chair Tim Rosales resigned in March 2018.

**Budget/Cost Impact**

- None

**Attachments:**

- None

**MEETING DATE: March 18, 2021**

**ITEM # 7 b**

**SUBJECT: Select/elect a Vice Chair for the Board to fill a vacancy**

Initiated or requested by

Report coordinated or prepared by:

- Board
- Staff
- Other

  
 Alex Vassar, Interim General Manager

Attachment  Yes  No  Information  Direction  Action

**Objective:**

To select/elect a new Vice Chair.

**Recommended Action:**

Determine, by majority vote, a new Vice Chair for the district.

**Background**

- The prior Vice Chair, Heather Gonzalez, resigned effective March 15th after moving outside the District’s boundaries. This has created a vacancy in the office of Vice Chair, requiring another member be elected to serve in that capacity.

**Analysis**

- Because the Vice Chair serves as a member of the Finance Committee and (per Board Policy 4040.2) conducts meetings in the absence of the Chair, filling the office of Vice Chair is an essential step to ensuring the continued function of the Board and District.

**Alternatives:**

- Leave the office of Vice Chair vacant until the vacant board member position is filled. Per Board Policy 4045, in the absence of the Chair and Vice Chair, the Secretary/Treasurer shall perform the Chair's duties until the position of Chair is filled.

**Coordination and Review**

- This is standard practice of the board. This recommendation is based on the action taken by the Board when Chair Tim Rosales resigned in March 2018.

**Budget/Cost Impact**

- None

**Attachments:**

- None

**MEETING DATE: March 18, 2021**

**ITEM # 7 c**

**SUBJECT: Discuss new budget goals for the District**

Initiated or requested by

Report coordinated or prepared by:

- Board
- Staff
- Other

  
 Alex Vassar, Interim General Manager

Attachment  Yes  No  Information  Direction  Action

**Objective:**

To provide an update to the Board by the members of the Finance Committee.

**Recommended Action:**

No recommended action.

**Background**

- The Finance Committee has started meeting to work on the construction of the 2021-22 budget for the district.
- In order to meet the requirements imposed by the County of Sacramento (which administers the District’s accounts), the District must approve a first budget in advance of the new fiscal year (July 1, 2021).
- A final budget is generally approved early in the new fiscal year (July or August) to make any additional changes to the budget.

**Analysis**

- Two months remain until the Board must provide a draft of the budget for public feedback.
- Three months remain until the Board must adopt the 2021 Budget.

**Alternatives:**

- This is an informational item only.

**Coordination and Review**

- None.

**Budget/Cost Impact**

- None

**Attachments:**

- None

**MEETING DATE: March 18, 2021**

**ITEM # 7 d**

**SUBJECT: General Manager Recruitment**

Initiated or requested by

Report coordinated or prepared by:

- Board                       Staff
- Other

  
 Alex Vassar, Interim General Manager

Attachment    Yes     No             Information             Direction             Action

**Objective:**

To allow the Board Chair to appoint a Personnel Committee to begin recruitment of a General Manager.

**Recommended Action:**

The appointment of a Personnel Committee.

**Background**

- Arcade Creek Recreation and Park District needs to fill a vacancy in the office of General Manager.
- When the District last hired a General Manager, it formed a Personnel Committee to oversee the recruitment of a new General Manager including conducting preliminary interviews in advance of evaluation of candidates by the full board.
- This agenda item will permit the discussion of this item as well as the appointment of a Personnel Committee.

**Analysis**

- In addition to being substantially the same as what has been done previously, this process mirrors the committee structure used in;
  - A) the creation of the district's annual budget,
  - B) the review and updating of the district's policies.
- This process will allow the Board to begin the process of selecting a new General Manager, speeding the transition.

**Alternatives:**

- Unknown.

**Coordination and Review**

- None.

**Budget/Cost Impact**

- None

**Attachments:**

- None