

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 May 20, 2021 at 6:00 p.m.

Meeting conducted via Zoom Video Conference

Call to Order and Perform Roll Call: Chairperson A. Vassar called the meeting to order at 6:03 pm

Board Members Present: Alex Vassar, Michael Hanson, Travis Dworetzky, Christopher Juell

Board Members Absent: Amanda Gualderama arrived at 6:33 pm

Staff Members Present: Kim Cook, Juanita Petersen

Legal Counsel Present: Derek Cole

Auditor Present: No

Presentation(s): No

Visitor(s) That Signed In: Via Zoom: Julie Leber

2. PUBLIC COMMENT: None

Chairperson A. Vassar changed to order of business to allow District Legal Counsel to join the meeting for the closed session.

4. ANNOUNCEMENTS:

Director Travis Dworetzky was sworn in on April 15, 2021 after the Board meeting and Director Christopher Juell was sworn in on Saturday April 17, 2021.

The District will be observing Memorial Day on Monday May 31st.

5. CONSENT ITEMS:

- a. **Meeting Minutes:** Board Meeting 4/15/2021, Budget Committee 5/4/2021
- b. FY 20-21 Period 10 **Financial Reports 339A**
- c. FY 20-21 Period 10 **Financial Reports 339D**
- d. FY 20-21 Period 10 **Multi Accounts Revenue Reports**
- e. FY 20-21 Period 10 **Payroll Report**
- f. FY 20-21 Period 10 **Rental & Misc. Revenue Report**

MINUTES of Board of Directors Meeting

May 20, 2021

Page 2 of 5

5. CONSENT ITEMS: (cont.)

- g.** Correspondence **received and sent**
- h.** Patrol Report
- i.** Interim General Manager's Report

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

Motion Carried: 4 Ayes, 0 Noes, 1 Absent, 0 Abstained
Ayes: M. Hanson, T. Dworetzky, A. Vassar, C. Juell
Absent: A. Gualderama
Abstained:

Adjourned Regular Session: 6:17 pm

Opened Closed Session: 6:17 pm

3. CLOSED SESSION:

- a.** Conference with Legal Counsel – Anticipated Litigation:
Significant exposure to litigation pursuant to § 54956.9(b) - Number of Cases: 1

Adjourned Closed Session: 6:36 pm

Re-opened Regular Session: 6:36pm

Chairperson reported that Director A. Gualderama joined the meeting at 6:33 pm

REPORT FROM CLOSED SESSION:

The Board met with District Counsel. Direction given to Counsel by the Board.

7. NEW BUSINESS

- a.** Discuss parking lot hours issue (sundown vs 10 pm)

Motion No. 2: It was moved by Director A. Gualderama and seconded by Director M. Hanson to change all three parks to be opened at sunrise and close at sunset.

Motion Carried: 5 Ayes, 0 Noes, 0 Absent, 0 Abstained
Ayes: M. Hanson, T. Dworetzky, A. Vassar, C. Juell, A. Gualderama
Absent:
Abstained:

- b.** Options regarding the bollards on the perimeter of Hamilton Street Park.

Discussion tabled.

MINUTES of Board of Directors Meeting

May 20, 2021

Page 3 of 5

7. NEW BUSINESS: (cont.)

c. Policy Review

Motion No. 3: It was moved by Director M. Hanson and seconded by Director T. Dworetzky to make minor technical correction to the following.

- In **Policies 2003, 2028, 2070, 2200.3, 2200.3.3, 2230.1, 2230.1.1, 2230.1.2**, add a space after “General Manager” to correct spelling errors.
- Change references to the “District Administrator” to “General Manager” in policies 2003.2, 2035.1, 2525.3.2,
- In **Policy 2605.8.7**, update the mailing address for the District’s office to the P.O. Box.

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

Ayes: M. Hanson, T. Dworetzky, A. Vassar, C. Juell, A. Gualderama

Absent:

Abstained:

Motion No. 4: It was moved by Director T. Dworetzky and seconded by Director A. Gualderama to abolish/remove the following policy.

Policy 2420.2 (Relating to “Management Days”) provides the General Manager with “five days of additional leave annually to compensate for additional hours spent on regular or special work or in after hour meetings.”

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

Ayes: M. Hanson, T. Dworetzky, A. Vassar, C. Juell, A. Gualderama

Absent:

Abstained:

No action was taken on suggested change to Policy 2520.7 “unused sick-leave”.

The Directors would like to have three options to review for new District Employees.

Item to be added to the agenda for the next meeting of the Board.

6. OLD BUSINESS:

a. Budget Committee report and proposal for FY 2021 – 2022 Preliminary Budgets.

Budget was presented and there were no public comments. Director M. Hanson voiced concern with regards to Object 10’s Salaries and Employee Benefits needing to reflect changes for the new FY.

MINUTES of Board of Directors Meeting

May 20, 2021

Page 4 of 5

6. OLD BUSINESS: (cont.)

Staff explained that since this was the preliminary budget no changes were made but would be reviewing and making appropriate changes for the final budget that would be presented and adopted in August 2021.

b. Update General Manager Recruitment

An update was provided the Directors.

Director C. Juell questioned whether the District really needed a full time GM.

Director A. Gualderama believes that a GM should be more involved with Grant Writing, Fund Raising, etc.

Director T. Dworetzky posed a question to Director A. Gualderama as to whether a GM's writing of Grants and Fund Raising should assist in covering their wages. Her reply was "yes" and should spend time in parks and assist staff where assistance is needed or requested.

Director T. Dworetzky asked Director A. Vassar, who has been acting as Interim GM, if a full time GM was actually needed. He replied that it could possibly be done with less hours but would currently have plenty to do.

With much discussion the Board requested this be re-addressed at a future meeting.

c. Choose between the following two dates for a tour of District facilities with Maintenance Lead Juanita Peterson. June 5 or June 12th and set time.

Motion No. 5: It was moved by Director A. Gualderama and seconded by Director M. Hanson to schedule the tour of the District facilities on Saturday June 5th, 2021. Meeting at Hamilton Street Park at 10 am.

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

Ayes: M. Hanson, T. Dworetzky, A. Vassar, C. Juell, A. Gualderama

Absent:

Abstained:

8. BOARD DISCUSSION

a. General discussion on topics for future meetings.

Director T. Dworetzky would like to discuss the possibility of the District acquiring a new commercial mower.

Director A. Gualderama requested that the Interim GM provide a list of projects and the estimated cost for each.

MINUTES of Board of Directors Meeting

May 20, 2021

Page 5 of 5

9. ADJOURNMENT OF THE MEETING.

Chairperson A. Vassar adjourned the meeting at 7:48 pm.

Approved