

Arcade Creek

Recreation and Park District

BOARD OF DIRECTORS MEETING
THURSDAY September 21, 2023 @ 6:00 p.m.
At the Herzog Community Center Oak (Small) Room
4855 Hamilton Street, Sacramento, CA 95841
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. **Announcements** (Staff)
4. **Task Started, Revised or Accomplished**
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. **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**

Mailing Address: PO Box 418114, Sacramento, CA 95841-8114
Physical Address: 4855 Hamilton Street, Sacramento, California 95841-3414
(916) 482-8377 Email: acrpd@acrpd.com

6. Old Business:

- a. Proposals for new playground at Hamilton Street Park
- b. Update on pickleball courts
- c. Monthly update on Nature Trail at Arcade Creek Park
- d. Director Dworetzky - Discuss District Salary Ranges

7. New Business:

- a. Discuss appointment process to fill vacant Board position
- b. Select/elect a Secretary/Treasurer for the Board to fill a vacancy
- c. Planning
- d. Approval to close Umpqua Project Fund checking account xxxx9025

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 October 19, 2023, 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), 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.

| 8. Tasks Started or Accomplished | | | | | 9/21/2023 Meeting | | | |
|-------------------------------------------------------------------|-------------------------------------------------|------------------------|-------------------------------------|----------------------------------------------|-------------------|------------------|----------------------------------------|------------|
| <i>File: District Planning Goals/Task Started or Accomplished</i> | | | | | | | | |
| | | Priority Legend | | | | | | |
| | | 1 | To Do ASAP | | | | | |
| | | 2 | Request John w/Resotation Landscape | | | | | |
| | | 3 | 22/23 - Budget Year To Do | | | | | |
| | | 4 | Future Budget Years | | | | | |
| Safety | | | Appearances | | | Amenities | | |
| Priority | Description | Status | Priority | Description | Status | Priority | Description | Status |
| 1 | Tow sign / tow trucks | COMPLETED | 1 | Interior lights HSP rental facilities | COMPLETE | 2 | Remove baseball diamond backstop frame | COMPLETED |
| 2 | Park benches/ tables | COMPLETED | 1 | ACP - Basketball rims | COMPLETE | 3 | Basketball courts @ HSP & ACP | STARTED |
| 3 | HSP lights - Park restrooms, facilities, office | COMPLETED | 2 | HSP Group picnic area | COMPLETE | 3 | HSP Playground equipment (update/add) | OUT TO BID |
| 3 | ACP lights - Park restrooms | UNDERWAY | 3 | Signs on Jo Smith Nature Trail | STARTED | 3 | Pickle Ball Courts | STARTED |
| 4 | Creek Erosion | | 3 | Maintenance shop | STARTED | 3 | | |
| 2 | Skunk trapping at office 7 skunks caught | COMPLETED | 3 | | | 3 | Euclyptus tree fell down on fence | COMPLETED |
| 2 | | | 2 | Tagging @ HSP 11/5/2022 | COMPLETED | | | |
| 2 | Raised rails on bridge for summer | COMPLETED | 2 | HSP poles & chains removed & holes filled in | COMPLETE | | | |
| | Trees down at HSP | COMPLETED | | | | | | |
| 3 | Repaired and painted exterior of Large room | COMPLETED | 1 | Additional trees fell down during rain/wind | COMPLETE | | | |

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 August 17, 2023 at 6:00 p.m.

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

Call to Order and Perform Roll Call: Chairperson A. Vassar called the meeting to order at 6:00 pm

Board Members Present: A. Vassar, M. Hanson, T. Dworetzky, S. Miller (attended via phone)

Board Members Absent: A. Gualderama

Staff Members Present: Lisa Gonzalez, Kim Cook, Juanita Petersen

Legal Counsel Present: No

Auditor Present: No

Presentation(s): None

Visitor(s) That Signed In: Dick & Marilyn Clothier, Patric Lord

2. PUBLIC COMMENTS: None

3. ANNOUNCEMENTS: None

4. TASK STARTED, REVISED OR ACCOMPLISHED:

Item received.

5. CONSENT ITEMS:

- a. **Draft Meeting Minutes:** Board Meeting 7/20/2023
- b. Period 13 FY 2022-23 – 339A, 339D & Multi Account
- c. FY 23-24 Period 1 **Financial Reports 339A**
- d. FY 23-24 Period 1 **Financial Reports 339D**
- e. FY 23-24 Period 1 **Multi Accounts Revenue Reports**
- f. FY 23-24 Period 1 **Payroll Report**
- g. FY 23-24 Period 11 **Rental & Misc. Revenue Report Attributed To Stated Period**
- h. Correspondence **received and sent**
- i. General Managers Report

MINUTES of Board of Directors Meeting

August 17, 2023

Page 2 of 4

5. CONSENT ITEMS: (cont.)

Director Dworetzky requested item "I" be pulled from the consent items.

Motion No. 1: It was moved by Director M. Hanson and seconded by Director S, Miller to approve consent items as "a through h" as presented.

Motion Carried: 4 Ayes, 0 Noes, 1 Absent, 0 Abstained

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

Absent: A. Gualderama

Abstained:

Vacant:

Motion No. 2: It was moved by Director T. Dworetzky and seconded by Director S, Miller to approve consent items "i".

Motion Carried: 4 Ayes, 0 Noes, 1 Absent, 0 Abstained

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

Absent: A. Gualderama

Abstained:

Vacant:

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

7. NEW BUSINESS

b. Pickleball Committee Update

Pickleball players desire is to wait until courts are set up prior to creating a committee.

6. OLD BUSINESS:

e. Award Pickleball contract

Motion No. 3: It was moved by Director M. Hanson and seconded by Director S, Miller to accept the 1st bid provided by First Serve Productions in the amount of \$50,888.00.

Motion Carried: 4 Ayes, 0 Noes, 1 Absent, 0 Abstained

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

Absent: A. Gualderama

Abstained:

Vacant:

a. FY 2023-24 Final Budget for 339A – Resolution 2023-04

Motion No. 4: It was moved by Director T. Dworetzky and seconded by Director M. Hanson to approve Resolution No. 2023-04, adopting the Final FY 2023-24 339A General Operating Budget.

Motion Carried: 4 Ayes, 0 Noes, 1 Absent, 0 Abstained

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

Absent: A. Gualderama

Abstained:

Vacant:

MINUTES of Board of Directors Meeting

August 17, 2023

Page 3 of 4

6. OLD BUSINESS: (cont.)

- b. FY 2023-24 Final Budget for 339D – Resolution 2023-05

Motion No. 5: It was moved by Director T. Dworetzky and seconded by Director M. Hanson to approve Resolution No. 2023-05, adopting the Final FY 2023-24 339D District Projects Budget.

Motion Carried: 4 Ayes, 0 Noes, 1 Absent, 0 Abstained

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

Absent: A. Gualderama

Abstained:

Vacant:

- c. Anderson Project Management Solutions – Provide update on Playground options, Shop Renovation

District's Project Manager, Virg Anderson updated the Board of Directors that the permits for the new restroom being installed at ACP were going through the process with the County.

The Director's had some concerns about the ADA parking and the path of travel from Omni to the actual restroom building.

Renovation of the shop building was discussed, and the options/bids submitted. It was decided that RFP's will go out with the request for plans to remove the upper 2nd floor and creating a new roof line.

Formal bids have been requested for the new playground with a not to exceed amount of \$220,000.00 to be installed at HSP. Submitted proposals will be reviewed and a choice will be made.

- d. Monthly update on Nature Trail at Arcade Creek Park

Report received.

The Board stated that this item is to remain on the agenda for further discussion. It was also requested that the report provide information on the ongoing homeless/transient problem in the area, as well as the number of reports reported to the Homeless Outreach Team (HOT).

7. NEW BUSINESS (cont.)

- a. Resolution 2023-06 to provide cashflow for 339D District Projects from 339A General Fund

Motion No. 5: It was moved by Director M. Hanson and seconded by Director S. Miller to approve as written Resolution No. 2023-06, adopting the short-term inter-fund loan of \$130,000.00 from 339A General Fund to 339D District Projects to provide cashflow.

Motion Carried: 4 Ayes, 0 Noes, 1 Absent, 0 Abstained

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

Absent: A. Gualderama

Abstained:

Vacant:

MINUTES of Board of Directors Meeting

August 17, 2023

Page 4 of 4

7. NEW BUSINESS (cont.)

- c. Directors to provide Staff direction for pay increase for current full-time staff

Direction provided.

The Director’s would like the GM to provide quarterly discussion with staff and a yearly review, regardless of pay increases status.

- d. Director Dworetzky - Discuss District Salary Ranges

Return to September agenda.

- e. LAFCo – Election of Special District Representative to LAFCo and Option of Electronic Elections

Motion No. 6: It was moved by Director M. Hanson and seconded by Director T. Dworetzky to select Lindsey Carter to be a regular representative to serve a 4-year term beginning January 1, 2024 for seat #7.

Motion Carried: 4 Ayes, 0 Noes, 1 Absent, 0 Abstained

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

Absent: A. Gualderama

Abstained:

Vacant:

Motion No. 7: It was moved by Director T. Dworetzky and seconded by Director S. Miller to vote “Yes” to authorize LAFCO to send out ballots via e-mail.

Motion Carried: 4 Ayes, 0 Noes, 1 Absent, 0 Abstained

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

Absent: A. Gualderama

Abstained:

Vacant:

Motion No. 8: It was moved by Director T. Dworetzky and seconded by Director M. Hanson to vote “Yes”, that if a plurality of districts approve electronic voting in the first question, a “yes” vote means you wish to receive electronic ballots in future election and have the option to return ballots in an electronic format.

Motion Carried: 4 Ayes, 0 Noes, 1 Absent, 0 Abstained

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

Absent: A. Gualderama

Abstained:

Vacant:

8. BOARD DISCUSSION

None stated.

9. ADJOURNMENT OF THE MEETING.

The next Board of Directors meeting will be held Thursday September 21, 2023 at 6:00 pm.

**ACRPD 2023 - 2024
339A Budget Report**

**August 2023
Period 2 of 13**

FYTD Completed = 15%

| CODE | CATEGORIES | 2023-24 Budget | August | Expended To Date | Balance | Percent Expended |
|----------|---------------------------------------------------------|----------------|------------------|------------------|--------------------|------------------|
| 10111000 | Salaries and Wages - Reg F/T Staff | | 16,768.25 | 33,351.71 | (33,351.71) | #DIV/0! |
| " | Part-time Salaries | | | - | | -0- |
| " | P/T Monitors | | 1,344.00 | 2,668.00 | (2,668.00) | #DIV/0! |
| " | Blank | | | - | - | #DIV/0! |
| " | Blank | | | - | - | #DIV/0! |
| " | Blank | | | - | - | #DIV/0! |
| " | Blank | | | - | - | #DIV/0! |
| 10112400 | Salaries & Wages - Commission & Brds | | 250.00 | 250.00 | (250.00) | #DIV/0! |
| 10113200 | Salaries & Wages - Time/one half (OT) | | 147.26 | 251.22 | (251.22) | #DIV/0! |
| " | Salaries/Wages - Strt Time (No Retirement Contribution) | | | 14.43 | (14.43) | #DIV/0! |
| 10121000 | Retirement - ER Cost 6502 (@11.84%) | | 1,137.74 | 2,180.57 | (2,180.57) | #DIV/0! |
| " | Retirement - ER Cost 30003 (@10.1%) | | 723.04 | 1,393.47 | (1,393.47) | #DIV/0! |
| " | Retirement - ER Cost 26990 (@7.68%) | | | | | |
| " | Retirement - UAL (-0- mthly or -0-) | | | - | - | #DIV/0! |
| " | Retirement Acturial Cost #6502 & 30003 | | 700.00 | 700.00 | (700.00) | #DIV/0! |
| 10122000 | Social Security (OASDHI rate=7.65%) | | 1,416.00 | 2,794.98 | (2,794.98) | #DIV/0! |
| 10123000 | Group Insurance - Employer Cost | | | - | | -0- |
| " | Medical + Admin fee | | 2,749.99 | 5,509.03 | (5,509.03) | #DIV/0! |
| " | Dental | | 125.37 | 376.11 | (376.11) | #DIV/0! |
| " | Vision | | 24.57 | 73.71 | (73.71) | #DIV/0! |
| " | EAP | | - | 32.04 | (32.04) | #DIV/0! |
| 10124000 | Work Comp Ins - Employer Cost | | - | 1,306.25 | (1,306.25) | #DIV/0! |
| 10125000 | State Unemployment Insurance (Pool) | | 16.30 | 37.48 | (37.48) | #DIV/0! |
| 10128000 | Health Care Retirees | | 153.72 | 461.24 | (461.24) | #DIV/0! |
| 10140000 | Cost Reduct Factor (CalPERS UAL Pre Pmt) | | | - | - | #DIV/0! |
| | TOTALS: | - | 25,556.24 | 51,400.24 | (51,400.24) | #DIV/0! |

**ACRPD 2023 - 2024
339A Budget Report**

**August 2023
Period 2 of 13**

FYTD Completed = 15%

| CODE | Service & Supply | 2023-24 Budget | August | Expended To Date | Balance | Percent Expended |
|----------|--------------------------------------|----------------|----------|------------------|-------------|------------------|
| 20200500 | Advertising/Legal Notices | | 75.00 | 75.00 | (75.00) | #DIV/0! |
| 20202900 | Business/Conference Expenses | | 34.54 | 74.94 | (74.94) | #DIV/0! |
| 20203600 | Education and Training Supplies | | | - | - | #DIV/0! |
| 20203807 | Workplace Amenities | | | - | - | #DIV/0! |
| 20205100 | Insurance - Liability | | | 40,748.50 | (40,748.50) | #DIV/0! |
| 20206100 | Memberships Dues | | | 2,665.00 | (2,665.00) | #DIV/0! |
| 20207600 | Office Supplies | | | - | - | #DIV/0! |
| 20207602 | Signs | | | - | - | #DIV/0! |
| 20207603 | Keys | | | - | - | #DIV/0! |
| 20208100 | Postage Service | | 226.00 | 226.00 | (226.00) | #DIV/0! |
| 20208102 | Stamps (Postal) | | | - | - | #DIV/0! |
| 20208500 | Printing Service | | | - | - | #DIV/0! |
| 20210300 | Agriculture/Horticultural Services | | 2,200.00 | 5,400.00 | (5,400.00) | #DIV/0! |
| 20210400 | Agricultural/Horticultural Supplies | | | - | - | #DIV/0! |
| 20211100 | Building Maintenance Service | | 142.00 | 142.00 | (142.00) | #DIV/0! |
| 20211200 | Building Maintenance Supplies | | | - | - | #DIV/0! |
| 20212200 | Chemical Supplies (new) | | | - | - | #DIV/0! |
| 20213100 | Electrical Maintenance Services | | | - | - | #DIV/0! |
| 20213200 | Electrical Maintenance Supplies | | | - | - | #DIV/0! |
| 20214100 | Land Improvement Maintenance Service | | 5,204.00 | 6,174.00 | (6,174.00) | #DIV/0! |
| 20214200 | Land Improvement Maintenance Sup. | | 33.20 | 33.20 | (33.20) | #DIV/0! |
| 20215100 | Mechanical System Maintenance Svcs. | | 769.00 | 769.00 | (769.00) | #DIV/0! |
| 20215200 | Mechanical System Maintenance Sup. | | | - | - | #DIV/0! |
| 20216200 | Painting Supplies | | | - | - | #DIV/0! |
| 20216700 | Plumbing Maintenance Service (new) | | | - | - | #DIV/0! |
| 20216800 | Plumbing Maintenance Supplies | | | - | - | #DIV/0! |
| 20219100 | Electricity | | 1,879.49 | 3,493.62 | (3,493.62) | #DIV/0! |

**ACRPD 2023 - 2024
339A Budget Report**

**August 2023
Period 2 of 13**

FYTD Completed = 15%

| CODE | Service & Supply | 2023-24 Budget | August | Expended To Date | Balance | Percent Expended |
|----------|--------------------------------------|----------------|----------|------------------|------------|------------------|
| 20219200 | Natural Gas Service | | 16.68 | 43.88 | (43.88) | #DIV/0! |
| 20219300 | Refuse Collection/Disposal | | 189.90 | 379.80 | (379.80) | #DIV/0! |
| 20219500 | Sewage Services | | 276.28 | 276.28 | (276.28) | #DIV/0! |
| 20219800 | Water | | 1,470.90 | 3,185.08 | (3,185.08) | #DIV/0! |
| 20220500 | Automotive Maintenance Service | | | - | - | #DIV/0! |
| 20220600 | Automotive Maintenance Supplies | | | - | - | #DIV/0! |
| 20221100 | Grounds Equipment Maintenance Svcs. | | | 62.50 | (62.50) | #DIV/0! |
| 20221200 | Grounds Equipment Maintenance Sup. | | | 102.44 | (102.44) | #DIV/0! |
| 20222600 | Hand / Expendable Tools | | | - | - | #DIV/0! |
| 20223600 | Fuel and Lubricant Supplies | | 340.11 | 572.79 | (572.79) | #DIV/0! |
| 20226200 | Office Equip. Maintenance Supplies | | | - | - | #DIV/0! |
| 20227500 | Rent/Lease Equipment | | | - | - | #DIV/0! |
| 20227501 | Copy Machine - Lease | | | - | - | #DIV/0! |
| 20227504 | Miscellaneous | | 73.63 | 73.63 | (73.63) | #DIV/0! |
| 20229100 | Other Equip Maint. Service | | | - | - | #DIV/0! |
| 20229200 | Other Equip Maint. Supply | | | - | - | #DIV/0! |
| 20231400 | Clothing/Personal Supplies | | | - | - | #DIV/0! |
| 20232200 | Custodial Supplies | | 441.77 | 692.77 | (692.77) | #DIV/0! |
| 20243700 | Lab (Medical) Service (Drug Testing) | | | - | - | #DIV/0! |
| 20244300 | Medical Service (Pre-emp. testing) | | | - | - | #DIV/0! |
| 20244400 | Medical Supplies (First Aid) | | | - | - | #DIV/0! |
| 20250700 | Assessment / Collection Services | | | - | - | #DIV/0! |
| 20252100 | Temporary Services | | | - | - | #DIV/0! |
| 20253100 | Legal Services | | 472.50 | 765.00 | (765.00) | #DIV/0! |
| 20255100 | Planning Service- | | 150.00 | 150.00 | (150.00) | #DIV/0! |
| 20257100 | Security Service | | | - | - | #DIV/0! |
| 20258200 | Public Relations Service/mkting, web | | | 1,200.00 | (1,200.00) | #DIV/0! |
| 20259100 | Other Professional Services | | | - | - | #DIV/0! |

**ACRPD 2023 - 2024
339A Budget Report**

**August 2023
Period 2 of 13**

FYTD Completed = 15%

| CODE | CATEGORIES | 2023-24 Budget | August | Expended To Date | Balance | Percent Expended |
|----------------|----------------------------------------|----------------|--------------|------------------|----------------|------------------|
| 20281100 | Data Processing -Computer Services | | | - | - | #DIV/0! |
| 20281201 | Hardware (Computer) | | | - | - | #DIV/0! |
| 20281265 | Application Software Maint Lic Renewal | | 99.99 | 99.99 | (99.99) | #DIV/0! |
| 20281304 | Sales Tsx Adj - Board of EQ | | | - | - | #DIV/0! |
| 20281700 | Election Services | | | - | - | #DIV/0! |
| 20283102 | Mileage | | 25.32 | 25.32 | (25.32) | #DIV/0! |
| 20285100 | Recreation Services | | | - | - | #DIV/0! |
| 20285200 | Recreation Supplies | | | - | - | #DIV/0! |
| 20285300 | Recreation Supp. (P-S) ELP Program | | | - | - | #DIV/0! |
| 20288000 | Prior Year Service & Supply Expe | | | - | - | #DIV/0! |
| 20289800 | Other Operating Expenses - Supplies | | | 344.79 | (344.79) | #DIV/0! |
| 20289900 | Other Operating Exp. - Misc. expenses | | | - | - | -0- |
| 20291300 | Auditor/Controller Services | | | - | - | #DIV/0! |
| 20291500 | Compass Costs | | 1,095.83 | 1,095.83 | (1,095.83) | #DIV/0! |
| 20291700 | Alarm Services | | 660.00 | 1,806.13 | (1,806.13) | #DIV/0! |
| 20298700 | Telephone Services | | 340.60 | 680.66 | (680.66) | #DIV/0! |
| 20298701 | Cell Phones | | | 723.88 | (723.88) | #DIV/0! |
| 20299909 | Expenditure Reimbursements | | | - | - | #DIV/0! |
| TOTALS: | | - | \$ 16,216.74 | \$ 72,082.03 | \$ (72,082.03) | #DIV/0! |

**ACRPD 2023 - 2024
339A Budget Report**

**August 2023
Period 2 of 13**

FYTD Completed = 15%

| CODE | CATEGORIES | 2023-24 Budget | August | Expended To Date | Balance | Percent Expended |
|----------------|----------------------------------------|----------------|--------------------|--------------------|----------------------|------------------|
| 30321000 | Interest Expense | | 511.63 | 1,581.98 | (1,581.98) | #DIV/0! |
| 30323000 | Lease Obligation Retirement(Side Fund) | | 2,600.00 | 7,800.00 | (7,800.00) | #DIV/0! |
| " | | | | - | - | #DIV/0! |
| | | | | - | - | #DIV/0! |
| 30345000 | Taxes, Licenses & Assessments | | | - | - | #DIV/0! |
| TOTALS: | | - | \$ 3,111.63 | \$ 9,381.98 | \$ (9,381.98) | #DIV/0! |

FYTD Completed = 15%

| CODE | CATEGORIES | 2023-24 Budget | August | Expended To Date | Balance | Percent Expended |
|----------------|----------------------------------------|----------------|---------------------|---------------------|-----------------------|------------------|
| 42420100 | Buildings - HSP Shop Renovation | | 11,790.00 | 11,790.00 | (11,790.00) | #DIV/0! |
| " | Buildings - HSP Retrofit Lighting Proj | | | 23,922.81 | (23,922.81) | #DIV/0! |
| | | | | - | - | #DIV/0! |
| 42420100 | Building - Community Ctr Upgrades | | | - | - | #DIV/0! |
| TOTALS: | | - | \$ 11,790.00 | \$ 35,712.81 | \$ (35,712.81) | #DIV/0! |

FYTD Completed = 15%

| | | | | | | |
|----------|--------------------------------|--|--|---|------|----|
| 79790100 | Contingencies | | | - | \$ - | 0% |
| | Reserved Fund Balance Increase | | | - | \$ - | 0% |

Grand Total \$ - \$ 56,674.61 \$ 168,577.06 \$ (168,577.06) #DIV/0!

*Grand Total Corrected to
include GL79790100
Contingencies amount*

**ACRPD 2023 - 2024
339A Budget Report**

**August 2023
Period 2 of 13**

| | | | | | | |
|----------------|-----------------------------------------|---|---|---|------|----|
| | <i>Beginning Fund Balance Available</i> | | | - | \$ - | 0% |
| | <i>Fund Balance Decreased by</i> | | | | \$ - | 0% |
| | <i>Provisions for General Reserves</i> | - | | - | \$ - | 0% |
| TOTALS: | | - | - | - | - | |

**ACRPD 2023-2024
339A Revenue**

**August 2023
Period 2 of 13**

**FYTD Completed = 15%
Percent
Received**

| Account | | 2023-24 Budget | August | Received To Date | Unrealized | FYTD Completed = 15% Percent Received |
|----------------------------|-------------------------------------------|-----------------------|--------------------|-------------------------|-----------------------|------------------------------------------------------|
| 91910100 | Property Tax-Current Secured | | | - | - | #DIV/0! |
| 91910200 | Property Tax-Current Unsecured | | | - | - | #DIV/0! |
| 91910300 | Property Tax-Current Sup. | | | - | - | #DIV/0! |
| 91910400 | Property Tax Sec. Delin.(+Teeter) | | | - | - | #DIV/0! |
| 91910500 | Property Tax Supplemental Delin. | | | - | - | #DIV/0! |
| 91910600 | Property Tax-Unitary | | | - | - | #DIV/0! |
| 91912000 | Redemption | | | - | - | #DIV/0! |
| 91913000 | Property Tax Prior Unsecured | | | - | - | #DIV/0! |
| 91914000 | Penalty | | | - | - | #DIV/0! |
| 91919600 | RDA Residual Distribution | | | - | - | #DIV/0! |
| Total Taxes | | \$ - | \$ - | - | \$ - | #DIV/0! |
| 94941000 | Interest | | | - | - | #DIV/0! |
| 94942900 | Building Rental (Parks & Facilities) | | 2,390.00 | 2,690.00 | (2,690.00) | #DIV/0! |
| " | Building Rental (Cell Towers 4610.42) | | 4,610.42 | 9,220.84 | (9,220.84) | #DIV/0! |
| 95952200 | Homeowner Property Tax Relief | | | - | - | #DIV/0! |
| 95952900 | In Lieu Taxes - Other | | | - | - | #DIV/0! |
| 95953300 | Redevelopment Passthru | | | - | - | #DIV/0! |
| 95956300 | State-Federal Grants | | | - | - | #DIV/0! |
| 95956900 | Other Funds - Local (GRANT) | | | - | - | #DIV/0! |
| " | Grant = Park Sponsorships | | | - | - | #DIV/0! |
| " | Funds Transferred from 339I | | | - | - | #DIV/0! |
| " | Blank | | | - | - | #DIV/0! |
| 96964600 | Recreation Fees | | | - | - | #DIV/0! |
| 97974000 | Insurance Proceeds | | | - | - | #DIV/0! |
| 97979000 | Miscellaneous | | | - | - | #DIV/0! |
| 97979900 | Prior Year (Funds moved to) | | | - | - | #DIV/0! |
| 98986200 | Proceeds from Asset sale - Spec Dist | | | - | - | #DIV/0! |
| | Fund Balance Available =xxxxxxx.xx | | | - | - | #DIV/0! |
| Problem | **County Error In Process of Correction** | - | | - | - | 0% |
| Total Other Revenue | | \$ - | \$ 7,000.42 | \$ 11,910.84 | \$ (11,910.84) | #DIV/0! |
| Total Revenue | | \$ - | \$ 7,000.42 | \$ 11,910.84 | \$ (11,910.84) | #DIV/0! |

Register Expense Report
Period 2
Account

FY 2023/2024
8/1/2023 Through 8/31/2023
339A
August Report

Not
Clrd

| Date | Num | Description | Memo | Category | Clrd | Amount |
|-----------|-----------|-----------------------------------|-------------------------------------------------|------------------------------------------|------|-------------|
| 8/4/2023 | 24864 | S CalPERS - 521 | 7/16- 7/31/2023 EE Contrib | 05420514 Retirement (EE Contribution) | c | (336.33) |
| | | | 7/16- 7/31/2023 ER Contrib | 121000 Retirement ER Cost | c | (568.87) |
| 8/4/2023 | 24865 | S CalPERS - 521 | 7/16- 7/31/2023 EE Contrib | 05420514 Retirement (EE Contribution) | c | (250.56) |
| | | | 7/16- 7/31/2023 ER Contrib | 121000 Retirement ER Cost | c | (361.52) |
| 8/4/2023 | 24866 | Cintas - 56036 | 1 case Blk gloves | 232200 Custodial Supplies | c | (118.53) |
| 8/4/2023 | 24867 | Cintas - 56036 | 8/2/2023 Custodial & 2 cases PT | 232200 Custodial Supplies | c | (197.74) |
| 8/4/2023 | 24868 | S Crime Alert Security - 41852 | 9/1 - 11/30/2023 - Alarm system Bldings | 291700 Alarm Services | c | (135.00) |
| | | | 9/1 - 11/30/2023 - Alarm System Cameras | 291700 Alarm Services | c | (525.00) |
| 8/4/2023 | 24869 | Fast Break - 37998 | 7/2023 Phone service | 298700 Telephone Services | c | (195.00) |
| 8/4/2023 | 24870 | JM Environmental - 635473 | HSP Shop Reno Proj - Asbestos Removal | 420100 Building | c | (11,790.00) |
| 8/4/2023 | 24871 | Orbit Station - 33714 | 7/2023 - Fuel Chgs | 223600 Fuel & Lubricant Supplies | c | (91.48) |
| 8/4/2023 | 24872 | PG&E - 1383 | 7/2023 - Billing | 219200 Natural Gas Service | c | (16.68) |
| 8/4/2023 | 24873 | Republic Services - 57909 | 7/2023 - Billing | 219300 Refuse Collection-Disposal | c | (189.90) |
| 8/4/2023 | 24874 | Sacramento County utilities - 666 | 6/22 - 8/21/2023 - Billing | 219500 Sewage Services | c | (276.28) |
| 8/4/2023 | 24875 | S Smart & Final - 22935 | 5 cases water for staff | 227504 Misc (Bottled Water for Staff) | c | (36.20) |
| | | | Kitchen items | 227504 Misc (Bottled Water for Staff) | c | (37.43) |
| 8/4/2023 | 24876 | S Umpqua CC - 71085 | CPRS - Job poeting Maint Wkr 1 | 200500 Advertising - Legal Notices | c | (75.00) |
| | | | Business lunch | 202900 Business Conference Expenses | c | (34.54) |
| | | | 1 Yr Renewal PO Box | 208100 Postage Service (PO Box) | c | (226.00) |
| 8/9/2023 | 24877 | Defender Termite & Pest - 71461 | 8/3/2023 - HSP Pest Control | 211100 Building Maint. Service | c | (70.00) |
| 8/9/2023 | 24878 | Defender Termite & Pest - 71461 | 8/3/2023 - Oakdale RR Pest Control | 211100 Building Maint. Service | c | (72.00) |
| 8/9/2023 | 24879 | Fast Break - 37998 | 1 Yr Renewal - Microshoft Office 365 | 281265 Application Software Maint. Lic | c | (99.99) |
| 8/9/2023 | 24880 | SMUD - 4025 | 7/2023 - SMUD Billing | 219100 Electricity | c | (1,879.49) |
| 8/14/2023 | 24881 | S CalPERS - 19732 | GASB 68 Actruial 6502 FY 22/23 rpt | 121000 Retirement ER Cost | c | (350.00) |
| | | | GASB 68 Actruial 30003 FY 22/23 rpt | 121000 Retirement ER Cost | c | (350.00) |
| 8/14/2023 | 24882 | Clarke & Rusch - 8939 | 8/9/2023 Planned Maint. | 215100 Mechanical Sys Maint. Services | c | (229.00) |
| 8/14/2023 | 24883 | Cole Huber - 54641 | 7/2023 Ref: TRUSD Prop | 253100 Legal Services | c | (472.50) |
| 8/14/2023 | 24884 | Comcast - 12322 | 8/2023 - Billing-Phone/HSI | 298700 Telephone Services | c | (145.60) |
| 8/14/2023 | 24885 | Phillips 66 - 58398 | 8/2023 - Stmt | 223600 Fuel & Lubricant Supplies | c | (248.63) |
| 8/14/2023 | 24886 | Raul's Tree Care - 69419 | ACP - Clear trail on Garfield | 210300 Agriculture-Horticultural Service | c | (1,500.00) |
| 8/15/2023 | P/R+Taxes | S Payroll And Taxes | Period 7/16/2023 - 7/31/2023- Ck date 8/15/2023 | 111000 Salaries & Wages | c | (9,104.12) |
| | | | Brd Pay Ck date 8/15/2023 | 112400 Stipend Commission & Board | c | (250.00) |
| | | | Time/One Half - Ck date 8/15/2023 | 113200 OT & Straight Time | c | (103.95) |
| | | | OT Straight Pay - Ck date 8/15/2023 | 113200 OT & Straight Time | c | - |
| | | | OASDHI - Ck date 8/15/2023 | 122000 OASDHI | c | (723.58) |

| | | | | | | |
|-----------|-----------|-----------------------------------------|----------------------------------------------------------|----------------------------------------|---|--------------|
| | | | SUI ER Contrib Ck date 8/15/2023 | 125000 SUI Insurance (ER Cost) | c | (10.67) |
| | | | Termination Pay | 115200 Terminal Pay | c | - |
| 8/15/2023 | EFT | # 400045491 - Health Benefits | Health Benefits Pay Date 8/15/2023 | 123000 Health Insurance(s) | c | (1,370.61) |
| 8/22/2023 | | 24887 ACRPD Revolving Account - 8213 | Check 1013 - Reimb R Clothier items to attach gate to te | 214200 Land Improvement Maint. Suppl | c | (33.20) |
| 8/22/2023 | | 24888 All Pro Backflow - 69926 | Backflow test -ACP = 2 / Oak = 4 | 215100 Mechanical Sys Maint. Services | c | (540.00) |
| 8/22/2023 | 24889 | S CalPERS - 521 | 8/1 - 8/15/2023 EE Contrib | 05420514 Retirement (EE Contribution) | c | (336.33) |
| | | | 8/1 - 8/15/2023 ER Contrib | 121000 Retirement ER Cost | c | (568.87) |
| 8/22/2023 | 24890 | S CalPERS - 521 | 8/1 - 8/15/2023 EE Contrib | 05420514 Retirement (EE Contribution) | c | (250.56) |
| | | | 8/1 - 8/15/2023 ER Contrib | 121000 Retirement ER Cost | c | (361.52) |
| 8/22/2023 | 24891 | S CalPERS Health - 12733 | 9/2023 - Medical - 3 EE's | 5420516 Insurance (Clearing Acct) | c | (2,741.22) |
| | | | 9/2023 - Medical - EE Admin Fee | 123000 Health Insurance(s) | c | (8.77) |
| | | | 9/2023- Medical - 2 Retirees | 128000 Retiree Health Benefits | c | (153.72) |
| 8/22/2023 | | 24892 Cintas - 56036 | 8/16/2023 - Custodial | 232200 Custodial Supplies | c | (125.50) |
| 8/22/2023 | 24893 | S Electrical Service Company - 75974 | HSP - Tennis court light controls | 214100 Land Improvement Maint. Servic | c | (4,814.00) |
| | | | HSP - Freight chg - Cabinet tennis court control | 214100 Land Improvement Maint. Servic | c | (390.00) |
| 8/22/2023 | 24894 | S GSRMA - 29229 | 9/2023 - Dental - 3 EEs | 123000 Health Insurance(s) | c | (125.37) |
| | | | 9/2023 -Vision - 3 EEs | 123000 Health Insurance(s) | c | (24.57) |
| 8/22/2023 | | 24895 Lisa Gonzalez - 932917 | 7/2023 - Mileage Reimb | 283102 Mileage | c | (10.81) |
| 8/22/2023 | | 24896 Sacramento Suburban Water - 26158 | 8/2023 Garfield (ACP) | 219800 Water | c | (1,470.90) |
| 8/22/2023 | 24897 | S Umpqua Bank - 52152 | 9/2023 - Side Fund Interest | 321000 Interest Expense | c | (511.63) |
| | | | 9/2023 - Side Fund Principal | 323000 Lease Oblig Retirement Side Fur | c | (2,600.00) |
| 8/23/2023 | DepPermit | S County Of Sacramento Deposit Permit | Studio / Field Space | 942900 Building Rental + Other | c | 450.00 |
| | | | Event Building / GPA / Park Rentals | 942900 Building Rental + Other | c | 1,940.00 |
| | | | Cell Tower | 942900 Building Rental + Other | c | 4,610.42 |
| | | | Grants - | 956300 State - Federal Grants | c | - |
| | | | Misc Funds Collected / Received | 979000 Misc Other Revenues | c | - |
| | | | Rental Refunds | 942900 Building Rental + Other | c | - |
| 8/28/2023 | EFT | S Compass License Fee | FY 23/24 -Compass VPN Connection | 291500 Compass Costs | c | (396.00) |
| | | | FY 23/24 - Compass License Fee | 291500 Compass Costs | c | (699.83) |
| 8/31/2023 | P/R+Taxes | S Payroll And Taxes | Period 8/1/2023 - 8/15/2023- Ck date 8/31/2023 | 111000 Salaries & Wages | c | (9,008.13) |
| | | | Brd Pay Ck date 8/31/2023 | 112400 Stipend Commission & Board | c | - |
| | | | Time/One Half - Ck date 8/31/2023 | 113200 OT & Straight Time | c | (43.31) |
| | | | OT Straight Pay - Ck date 8/31/2023 | 113200 OT & Straight Time | c | - |
| | | | OASDHI - Ck date 8/31/2023 | 122000 OASDHI | c | (692.42) |
| | | | SUI ER Contrib Ck date 8/31/2023 | 125000 SUI Insurance (ER Cost) | c | (5.63) |
| | | | Termination Pay | 115200 Terminal Pay | c | - |
| 8/31/2023 | EFT | # 400045592 - Health Benefits | Health Benefits Pay Date 8/31/2023 | 123000 Health Insurance(s) | c | (1,370.61) |
| | | | | TOTAL 8/1/2023 - 8/31/2023 | | (52,724.68) |
| | | | | BALANCE 8/31/2023 | | (167,224.50) |
| | | | | TOTAL INFLOWS | | 7,000.42 |

TOTAL OUTFLOWS (59,725.10)

NET TOTAL (52,724.68)

Period 1 thru 2

| Date | Num | Description | Memo | Clr | Amount |
|-------------------------------------------------------|-------|---------------------------------|------------------------------------------------|-----|-------------|
| 200500 Advertising - Legal Notices | | | | | |
| 8/4/2023 | 24876 | S Umpqua CC - 71085 | CPRS - Job poeting Maint Wkr 1 | c | (75.00) |
| TOTAL 200500 Advertising - Legal Notices | | | | | (75.00) |
| 202900 Business Conference Expenses | | | | | |
| 7/6/2023 | 24836 | Umpqua CC - 71085 | 6/2023 Stmt | c | (40.40) |
| 8/4/2023 | 24876 | S Umpqua CC - 71085 | Business lunch | c | (34.54) |
| TOTAL 202900 Business Conference Expenses | | | | | (74.94) |
| 205100 Insurance - Liability | | | | | |
| 7/6/2023 | 24823 | CAPRI - 8761 | 7/2023-6/2024 -1st half Liability Ins Coverage | c | (40,748.50) |
| TOTAL 205100 Insurance - Liability | | | | | (40,748.50) |
| 206100 Membership Dues | | | | | |
| 7/6/2023 | 24824 | CARPD - 12261 | FY 2023-24 Dues | c | (2,500.00) |
| 7/6/2023 | 24825 | CPRS - 8165 | 2024 Membership Renewal - Gonzalez, L | c | (165.00) |
| TOTAL 206100 Membership Dues | | | | | (2,665.00) |
| 208100 Postage Service (PO Box) | | | | | |
| 8/4/2023 | 24876 | S Umpqua CC - 71085 | 1 Yr Renewal PO Box | c | (226.00) |
| TOTAL 208100 Postage Service (PO Box) | | | | | (226.00) |
| 210300 Agriculture-Horticultural Service | | | | | |
| 7/18/2023 | 24850 | Raul's Tree Care - 69419 | HSP - Trim, clear, haul (courts) | c | (1,600.00) |
| 7/18/2023 | 24851 | Raul's Tree Care - 69419 | ACP - Trim, clear, haul (new RR) | c | (1,600.00) |
| 7/27/2023 | 24858 | Dave Weber - 54010 | ACP Disk & clear lot | c | (700.00) |
| 8/14/2023 | 24886 | Raul's Tree Care - 69419 | ACP - Clear trail on Garfield | c | (1,500.00) |
| TOTAL 210300 Agriculture-Horticultural Service | | | | | (5,400.00) |
| 211100 Building Maint. Service | | | | | |
| 8/9/2023 | 24877 | Defender Termite & Pest - 71461 | 8/3/2023 - HSP Pest Control | c | (70.00) |
| 8/9/2023 | 24878 | Defender Termite & Pest - 71461 | 8/3/2023 - Oakdale RR Pest Control | c | (72.00) |
| TOTAL 211100 Building Maint. Service | | | | | (142.00) |
| 214100 Land Improvement Maint. Services | | | | | |

| | | | | | | |
|-----------------------------------------|-------|---|------------------------------------|---------------------------------------------------------------|---|-------------------|
| 7/27/2023 | 24859 | S | Electrical Service Company - 75974 | HSP - Installed/welded 6 Bbq base plates | c | (870.00) |
| | | | | HSP - Weld gate handle on retention chain | c | (100.00) |
| 8/22/2023 | 24893 | S | Electrical Service Company - 75974 | HSP - Tennis court light controls | c | (4,814.00) |
| | | | | HSP - Freight chg - Cabinet tennis court control | c | (390.00) |
| | | | | TOTAL 214100 Land Improvement Maint. Services | | (6,174.00) |
| 214200 Land Improvement Maint. Supplies | | | | | | |
| 8/22/2023 | 24887 | | ACRPD Revolving Account - 8213 | Check 1013 - Reimb R Clother items to attach gate to tennis c | c | (33.20) |
| | | | | TOTAL 214200 Land Improvement Maint. Supplies | | (33.20) |
| 215100 Mechanical Sys Maint. Services | | | | | | |
| 8/14/2023 | 24882 | | Clarke & Rusch - 8939 | 8/9/2023 Planned Maint. | c | (229.00) |
| 8/22/2023 | 24888 | | All Pro Backflow - 69926 | Backflow test -ACP = 2 / Oak = 4 | c | (540.00) |
| | | | | TOTAL 215100 Mechanical Sys Maint. Services | | (769.00) |
| 219100 Electricity | | | | | | |
| 7/12/2023 | 24843 | | SMUD - 4025 | 6/2023 - SMUD Billing | c | (1,614.13) |
| 8/9/2023 | 24880 | | SMUD - 4025 | 7/2023 - SMUD Billing | c | (1,879.49) |
| | | | | TOTAL 219100 Electricity | | (3,493.62) |
| 219200 Natural Gas Service | | | | | | |
| 7/6/2023 | 24831 | | PG&E - 1383 | 6/2023 - Billing | c | (27.20) |
| 8/4/2023 | 24872 | | PG&E - 1383 | 7/2023 - Billing | c | (16.68) |
| | | | | TOTAL 219200 Natural Gas Service | | (43.88) |
| 219300 Refuse Collection-Disposal | | | | | | |
| 7/6/2023 | 24833 | | Republic Services - 57909 | 6/2023 - Billing | c | (189.90) |
| 8/4/2023 | 24873 | | Republic Services - 57909 | 7/2023 - Billing | c | (189.90) |
| | | | | TOTAL 219300 Refuse Collection-Disposal | | (379.80) |
| 219500 Sewage Services | | | | | | |
| 8/4/2023 | 24874 | | Sacramento County utilities - 666 | 6/22 - 8/21/2023 - Billing | c | (276.28) |
| | | | | TOTAL 219500 Sewage Services | | (276.28) |
| 219800 Water | | | | | | |
| 7/18/2023 | 24852 | | Sacramento Suburban Water - 26158 | 7/2023 Garfield (ACP) | c | (785.88) |
| 7/27/2023 | 24861 | | Sacramento Suburban Water - 26158 | 7/2023 Myrtle (Oak) | c | (777.70) |
| 7/27/2023 | 24862 | | Sacramento Suburban Water - 26158 | 7/2023 HSP | c | (150.60) |
| 8/22/2023 | 24896 | | Sacramento Suburban Water - 26158 | 8/2023 Garfield (ACP) | c | (1,470.90) |

221100 Grounds Equip Maint. Services

7/18/2023 24849 S PAPE - 18032

Labor - Kubota Mower

c

(62.50)

TOTAL 221100 Grounds Equip Maint. Services

(62.50)

221200 Ground Equip Maint. Supplies

7/18/2023 24849 S PAPE - 18032

Repair Parts - Kubota Mower (battery)

c

(102.44)

TOTAL 221200 Ground Equip Maint. Supplies

(102.44)

223600 Fuel & Lubricant Supplies

7/12/2023 24841 Orbit Station - 33714

6/2023 - Fuel Chgs

c

(198.82)

7/12/2023 24842 Phillips 66 - 58398

7/2023 - Stmt (interest & late fee)

c

(33.86)

8/4/2023 24871 Orbit Station - 33714

7/2023 - Fuel Chgs

c

(91.48)

8/14/2023 24885 Phillips 66 - 58398

8/2023 - Stmt

c

(248.63)

TOTAL 223600 Fuel & Lubricant Supplies

(572.79)

227504 Misc (Bottled Water for Staff)

8/4/2023 24875 S Smart & Final - 22935

5 cases water for staff

c

(36.20)

Kitchen items

c

(37.43)

TOTAL 227504 Misc (Bottled Water for Staff)

(73.63)

232200 Custodial Supplies

7/12/2023 24838 Cintas - 56036

7/6/2023 - Custodial

c

(125.50)

7/25/2023 24854 Cintas - 56036

7/19/2023 - Custodial

c

(125.50)

8/4/2023 24866 Cintas - 56036

1 case Blk gloves

c

(118.53)

8/4/2023 24867 Cintas - 56036

8/2/2023 Custodial & 2 cases PT

c

(197.74)

8/22/2023 24892 Cintas - 56036

8/16/2023 - Custodial

c

(125.50)

TOTAL 232200 Custodial Supplies

(692.77)

253100 Legal Services

7/12/2023 24839 Cole Huber - 54641

6/2023 Ref: TRUSD Prop

c

(292.50)

8/14/2023 24883 Cole Huber - 54641

7/2023 Ref: TRUSD Prop

c

(472.50)

TOTAL 253100 Legal Services

(765.00)

255100 Planning Services

7/27/2023 24857 Anderson Project Mgmt Solutions - 13376

Proj: Shop Renovation

c

(150.00)

TOTAL 255100 Planning Services

(150.00)

| | | | | | |
|----------------------------------------|-------|-----------------------------------|----------------------------------------------|-----------------------------------------------------|-------------------|
| 258200 Public Relations Services | | | | | |
| 7/6/2023 | 24835 | Streamline - 57252 | Streamline Website 1 yr | c | (1,200.00) |
| | | | | TOTAL 258200 Public Relations Services | (1,200.00) |
| 281265 Application Software Maint. Lic | | | | | |
| 8/9/2023 | 24879 | Fast Break - 37998 | 1 Yr Renewal - Microshoft Office 365 | c | (99.99) |
| | | | | TOTAL 281265 Application Software Maint. Lic | (99.99) |
| 283102 Mileage | | | | | |
| 7/27/2023 | 24860 | Kim Cook - 919996 | 7/26/2023- Mileage Reimb | c | (14.51) |
| 8/22/2023 | 24895 | Lisa Gonzalez - 932917 | 7/2023 - Mileage Reimb | c | (10.81) |
| | | | | TOTAL 283102 Mileage | (25.32) |
| 289800 Other Operating Exp - Supplies | | | | | |
| 7/6/2023 | 24830 | S Pet Waste Eliminator - 69321 | Pet waste bags | c | (341.69) |
| | | | | Tax Accrual S/H | c (3.10) |
| | | | | TOTAL 289800 Other Operating Exp - Supplies | (344.79) |
| 291500 Compass Costs | | | | | |
| 8/28/2023 | EFT | S Compass License Fee | FY 23/24 -Compass VPN Connection | c | (396.00) |
| | | | | FY 23/24 - Compass License Fee | c (699.83) |
| | | | | TOTAL 291500 Compass Costs | (1,095.83) |
| 291700 Alarm Services | | | | | |
| 7/6/2023 | 24826 | Crime Alert Security - 41852 | 7/2023- 9/30/2022 Alarm System Office & Shop | c | (240.00) |
| 7/6/2023 | 24834 | Sacramento Control Systems - 1112 | 7/2023 - 9/30/2023 - AES Fire Monitoring | c | (246.13) |
| 7/18/2023 | 24846 | S Crime Alert Security - 41852 | 6/1 - 8/31/2023 - Alarm system Bldings | c | (135.00) |
| | | | | 6/1 - 8/31/2023 - Alarm System Cameras | c (525.00) |
| 8/4/2023 | 24868 | S Crime Alert Security - 41852 | 9/1 - 11/30/2023 - Alarm system Bldings | c | (135.00) |
| | | | | 9/1 - 11/30/2023 - Alarm System Cameras | c (525.00) |
| | | | | TOTAL 291700 Alarm Services | (1,806.13) |
| 298700 Telephone Services | | | | | |
| 7/6/2023 | 24828 | Fast Break - 37998 | 6/2023 Phone service | c | (195.00) |
| 7/12/2023 | 24840 | Comcast - 12322 | 7/2023 - Billing-Phone/HSI | c | (145.06) |
| 8/4/2023 | 24869 | Fast Break - 37998 | 7/2023 Phone service | c | (195.00) |
| 8/14/2023 | 24884 | Comcast - 12322 | 8/2023 - Billing-Phone/HSI | c | (145.60) |
| | | | | TOTAL 298700 Telephone Services | (680.66) |

298701 Cell Phones

| | | | | | |
|---------------------------------|-------|--------------------|--------------------------------------|---|-----------------|
| 7/6/2023 | 24827 | Fast Break - 37998 | 1 year - email exchange + Board Mbrs | c | (660.00) |
| 7/27/2023 | 24863 | S T-Mobile - 32685 | 7/2023 - District Cell Phone | c | (30.54) |
| | | | GM phone (purchase pmt) | c | (33.34) |
| TOTAL 298701 Cell Phones | | | | | (723.88) |

321000 Interest Expense

| | | | | | |
|--------------------------------------|-------|-----------------------|-----------------------------|---|-------------------|
| 7/6/2023 | 24837 | S Umpqua Bank - 52152 | 7/2023 - Side Fund Interest | c | (539.82) |
| 7/25/2023 | 24856 | S Umpqua Bank - 52152 | 8/2023 - Side Fund Interest | c | (530.53) |
| 8/22/2023 | 24897 | S Umpqua Bank - 52152 | 9/2023 - Side Fund Interest | c | (511.63) |
| TOTAL 321000 Interest Expense | | | | | (1,581.98) |

323000 Lease Oblig Retirement Side Fund

| | | | | | |
|------------------------------------------------------|-------|-----------------------|------------------------------|---|-------------------|
| 7/6/2023 | 24837 | S Umpqua Bank - 52152 | 7/2023 - Side Fund Principal | c | (2,600.00) |
| 7/25/2023 | 24856 | S Umpqua Bank - 52152 | 8/2023 - Side Fund Principal | c | (2,600.00) |
| 8/22/2023 | 24897 | S Umpqua Bank - 52152 | 9/2023 - Side Fund Principal | c | (2,600.00) |
| TOTAL 323000 Lease Oblig Retirement Side Fund | | | | | (7,800.00) |

420100 Building

| | | | | | |
|------------------------------|-------|-------------------------------|---------------------------------------|---|--------------------|
| 7/18/2023 | 24847 | Green Energy Products - 67286 | HSP Lighting Retrofit (SMUD Program) | c | (23,922.81) |
| 8/4/2023 | 24870 | JM Environmental - 635473 | HSP Shop Reno Proj - Asbestos Removal | c | (11,790.00) |
| TOTAL 420100 Building | | | | | (35,712.81) |

TOTAL EXPENSES (117,176.82)

TOTAL FY 2023-24 339A -

TOTAL Balance Forward -

OVERALL TOTAL (117,176.82)

**ACRPD 2023-2024
339D Expenditures**

**August 2023
Period 2 of 13**

FYTD Completed = 15%

| CODE | CAPITAL OUTLAY | 2023-24 Budget | August | Expended To Date | Balance | Percent Expended |
|----------------|----------------------------------------------------------------|----------------|--------|------------------|---------|------------------|
| 42420100 | Buildings New ADA Features @ HSP | | | - | - | #DIV/0! |
| 42420110 | Leasehold Improv. (Oakdale Park) | | | - | - | #DIV/0! |
| 42420200 | Structures ACP Park Improv. Proj | | | - | - | #DIV/0! |
| | Structures ACP Park Improv. Restroom | | | - | - | #DIV/0! |
| | Structures HSP Play Ground Equip | | | - | - | #DIV/0! |
| | Structures HSP Pickleball Proj | | | - | - | #DIV/0! |
| 43430300 | Equipment-SD Non-Recon - New Play Equip | | | - | - | #DIV/0! |
| 45450300 | Infr--SD-Non-Recon - ACP Pedi Bridge Proj | | | - | - | #DIV/0! |
| 46460300 | Other Intangible Asset-Spec Dist - HSP Comm. Ctr Impro. | | | - | - | #DIV/0! |
| 46461300 | Intangibles - ??? | | | - | - | #DIV/0! |
| | | | | - | - | #DIV/0! |
| TOTALS: | | - | \$ - | \$ - | \$ - | #DIV/0! |

ACRPD 2023-2024
339D Revenue

August 2023
Period 2 of 13

FYTD Completed = 15%

| Account | | 2023-24 Budget | August | Received To Date | Unrealized | Percent Received |
|----------------------------|---------------------------------------------------|-----------------------|---------------|-------------------------|-------------------|-------------------------|
| 94941000 | Interest Income | | | - | - | #DIV/0! |
| | | | | - | - | #DIV/0! |
| 95952900 | In Lieu Fees Transfer | | | - | - | #DIV/0! |
| | | | | - | - | #DIV/0! |
| 95956300 | 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! |
| 95956900 | Other Funds - Local (Derived from 339I) | | | - | - | #DIV/0! |
| " | *Jo Smith PEDI Bridge Proj | | | - | - | #DIV/0! |
| " | *ACP-Park Improvements (Restroom) | | | - | - | #DIV/0! |
| " | *HSP Community Ctr Improvements | | | - | - | #DIV/0! |
| " | *HSP ADA Improvements | | | - | - | #DIV/0! |
| | *HSP Pickle Ball | | | - | - | #DIV/0! |
| | *HSP New Playground Equip | | | - | - | #DIV/0! |
| | | | | - | - | #DIV/0! |
| 95956910 | State Match UMPQUA Bank Line of Credit | | | - | - | #DIV/0! |
| | *Jo Smith PEDI Bridge Proj | | | - | - | #DIV/0! |
| | | | | - | - | #DIV/0! |
| | | | | - | - | #DIV/0! |
| | | | | - | - | #DIV/0! |
| 5506614 | Investment Earns | | | - | - | #DIV/0! |
| Total Other Revenue | | \$ - | \$ - | \$ - | \$ - | #DIV/0! |
| | <i>Beginning Fund Balance Available \$XXXXX</i> | | | - | \$ - | 0% |
| | <i>Fund Balance Decreased by</i> | | | | \$ - | |
| TOTALS: | | - | - | - | - | |

Register Expense Report

Period 2

Account

FY 2023/2024

8/1/2023 Through 8/31/2023

339D

August Report

Not
Clrd

| Date | Num | Description | Memo | Category | Clrd | Amount |
|------|-----|-------------|------|----------|------|--------|
|------|-----|-------------|------|----------|------|--------|

Date Num

Description

Memo

Clr

Amount



**Arcade Creek Recreation and Park District
2023 - 2024 Monthly Revenue Reports**

August 2023

Period 2

339B - Grant Trust

| <u>Beginning Balance</u> | <u>Debits</u> | <u>Credits</u> | <u>Ending Balance</u> |
|------------------------------|---------------|----------------|---------------------------|
| \$ - | \$ - | \$ - | \$ - |

088H - Park Dedication

| <u>Beginning Balance</u> | <u>Debits</u> | <u>Credits</u> | <u>Ending Balance</u> |
|------------------------------|---------------|----------------|---------------------------|
| \$ 6,812.66 | \$ - | \$ - | \$ 6,812.66 |

339C - ADA Funds

| <u>Beginning Balance</u> | <u>Debits</u> | <u>Credits</u> | <u>Ending Balance</u> |
|------------------------------|---------------|----------------|---------------------------|
| \$ 1,424.59 | \$ - | \$ - | \$ 1,424.59 |

339I - Park Impact Fee's

| <u>Beginning Balance</u> | <u>Debits</u> | <u>Credits</u> | <u>Ending Balance</u> |
|------------------------------|---------------|----------------|---------------------------|
| \$ 381,924.28 | \$ - | \$ - | \$381,924.28 |

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

Start of Pay Period **August 1, 2023** **August 16, 2023**

End of Pay Period **August 15, 2023** **August 31, 2023**

Payroll Issued: **August 31, 2023** **September 15, 2023**

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Administration Division 6351.32</p> <p>Board Members = 5 250.00</p> <p>Parks Division 2076.12</p> <p> PT Maint <u> 0</u></p> <p>Recreation Division</p> <p> Monitors, etc 624.00</p> <p> Misc - Staff 0.00</p> <p> Rec. Staff (Other) <u> 0.00</u></p> <p style="text-align: right;">\$ 9,051.44</p> | <p>6351.32</p> <p>250.00</p> <p>2500.58</p> <p>640.00</p> <p>0.00</p> <p><u>0.00</u></p> <p style="text-align: right;">\$ 9,741.90</p> | <p>12,702.64</p> <p>250.00</p> <p>4,576.70</p> <p style="text-align: center;">-</p> <p>1,264.00</p> <p style="text-align: center;">-</p> <p style="text-align: center;">-</p> <p style="text-align: right;">\$ 18,793.34</p> |
| <p>Employer Paid Taxes</p> <p><i>(FICA, Medicare, SUI)</i></p> | <p>698.05</p> | <p>Unavailable</p> |

Rental & Misc. Revenue Report

August 2023

94942900 - SOCIAL/EVENT BUILDING / GPA / SPORT FIELD RENTALS

| Rental Date | Renter | Location | Amount |
|-------------------|--------------------------|------------------|--------|
| Practice 24 days | Legends Soccer Club | HSP Soccer Field | 240.00 |
| Practice 23 days | Victory Christian School | HSP Soccer Field | 230.00 |
| Games 2 Saturdays | Legends Soccer Club | HSP Soccer Field | 240.00 |
| Games 1 Sunday | Legends Soccer Club | HSP Soccer Field | 120.00 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Total Rentals **\$ 830.00** **A**

94942900 - LONG TERM STUDIO/ FIELD SPACE RENTAL

| Rental Date(s) | Renter | Location | Amount |
|-----------------------|---------------------|----------|--------|
| August 2023 - Mondays | Albree Dog Training | HSP | 210.00 |
| | | | |
| | | | |
| | | | |

Totals **\$ 210.00** **B**

94942900 - CELL TOWER REVENUE

| | | |
|--------|-----------------------------------------------------------------------------|----------|
| Aug-23 | Site ID 810224 HSP- 810224 = 2,260.42 and 810213 ACP-810213 = \$2,350.00 | 4,610.42 |
|--------|-----------------------------------------------------------------------------|----------|

Totals **\$ 4,610.42** **C**

97979000 - MISC. OTHER REVENUES

| | | |
|--|--|--|
| | | |
| | | |
| | | |
| | | |

Totals **\$ -** **D**

| | |
|--------------------|--------------|
| \$ 830.00 | A |
| \$ 210.00 | B |
| \$ 4,610.42 | C |
| \$ - | D |
| \$ 5,650.42 | Total |

Funds Collected and Some Previously Deposited But Attributed to Month Of Report

Arcade Creek Recreation and Park District

MEETING DATE: September 21, 2023

**AGENDA ITEM: 5 g Consent Agenda
Correspondence Period 3**

No correspondence received.

Arcade Creek

Recreation and Park District

Sept 21, 2023

Dear Board of Directors,

Permits are approved by Sacramento County and paid for by Staples Construction. I met JT Turpin at Arcade Creek Park and as of September 12, 2023 Staples has started prepping for the Restroom building now so if an earlier date comes up to deliver the restroom building, we will be ready.

I hired a full-time Maintenance Worker to assist Anita Peterson. His name is Mike Mitchell, and he lives very close to Hamilton Street Park. His first day will be on September 8, 2023. He will be working non-exempt 40 hours a week. He will normally work Monday-Friday but could work an occasional weekend as needed. He is very polite and friendly and will be a great fit for the district.

Staff have continued to email and leave messages for the North Division HOT for help with the homeless encampments, but it is a slow process and the Sherriff's Departments are overwhelmed.

I have been in touch with Chanel at First Serve Productions, and they will start on the pickleball courts September 19, 2023 and finish in 2-3 weeks.

There will be an agenda item in the Board Packet all about playgrounds.
You are going to love it 😊

Lisa Gonzalez

Board of Directors

Travis Dworetzky
Amanda Gualderama
Michael Hanson
Chris Juell
Alex Vassar

Mailing Address

P.O. Box 418114
Sacramento, CA 95841

Telephone

(916) 482-8377

Email

acrpdp@acrpdp.com

Arcade Creek Park

5613 Omni Drive
Sacramento, CA

Hamilton Street Park

4855 Hamilton Street
Sacramento, CA

Oakdale Park

3708 Myrtle Avenue
North Highlands, CA

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| Meeting Date: September 21, 2023 | | Item # 6a Old Business |
| Subject: Proposals for new playground at Hamilton Street Park | | |
| Initiated or requested by <input type="checkbox"/> Board <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other | Item Type <input checked="" type="checkbox"/> Informational <input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action | Report coordinated or prepared by <i>Lisa Gonzalez</i> |
| <p>Objective To present the Board of Directors proposals from the 3 vendors who met the criteria that Virg Anderson composed.</p> <p>Background The Board of Directors wanted to build a new and more challenging playground at Hamilton Street Park. Virg Anderson and I had had a pre-bid walk through with 4 playground companies at 9am on August 16, 2023. Bid proposals were due from these vendors on September 6, 2023. All 4 vendors turned in proposals. As I mentioned up above One vendor did not qualify. Each company did between one and three proposals and they are all very exciting and colorful. The different vendors said they could have it completed by February 2024. Of course, shipping could take longer so this is the best estimate.</p> <p>Budget/Cost Information Up to \$220,000</p> <p>Proposed Action Discuss holding a community meeting where the public can choose their favorite design.</p> | | |
| Coordination and Review This is a standard practice of the Board. | | Attachment(s) NONE |

| | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| Meeting Date: June 15, 2023 | | Item # 6b Old Business |
| Subject: Update on Pickleball Courts | | |
| Initiated or requested by <input type="checkbox"/> Board <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other | Item Type <input checked="" type="checkbox"/> Informational <input type="checkbox"/> Direction <input type="checkbox"/> Action | Report coordinated or prepared by <i>Lisa Gonzalez</i> |
| <p>Objective To build 6 pickleball courts on the old tennis court at Hamilton Street Park.</p> <p>Background The Board of Directors made a budget to change the tennis court into 6 pickleball courts. It was determined that Impact fees may pay for part of the cost because we would be taking away the tennis court to repurpose into a pickleball court.</p> <p>Budget/Cost Information The budget is \$49, 888.</p> <p>I contacted First Serve Productions on September 12, 2023 to discuss when we can expect to start the renovation. I was excited to hear that they could start the job on September 19, 2023. September 13th I received a call to say that had to cancel our project due to a crew problem. Chanel Johnson said she would get back in touch with me ASAP.</p> <p>I will let you know as soon as I hear back on the new dates.</p> | | |
| Coordination and Review This is a standard practice of the Board. | | Attachment(s) |

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| Meeting Date: September 21, 2023 | | Item # 6 c |
| Subject: Monthly update on the Nature Trail at Arcade Creek Park | | |
| Initiated or requested by <input type="checkbox"/> Board <input type="checkbox"/> Staff <input type="checkbox"/> Other | Item Type <input checked="" type="checkbox"/> Informational <input type="checkbox"/> Direction <input type="checkbox"/> Action | Report coordinated or prepared by <i>Lisa Gonzalez</i> |
| Background <p>The board has requested a monthly update on the Nature trail at Arcade Creek Park.</p> | | |
| Update <p>The Nature Trail has been maintained by Anita on a weekly basis. There are several homeless encampments in the park. Anita has taken pictures of the trash and I sent some to the Board last month. Anita continues to pick up trash and loads the trash in the work truck where she brings it to the dumpster at Hamilton Street Park. The homeless keep rising and there are mobile homes, trucks, and cars overflowing with trash on Hackberry Street as you turn into Omni. I have emailed the HOT sheriff 7 times and left phone messages 12 times. The Sherrif's office is overwhelmed and can not keep up. Our residents at ACP sent emails that came to me and that is how I know to contact the Homeless Outreach Team. Both Kim and Anita have left messages and emailed as well.</p> | | |
| Coordination and Review This is a standard practice of the Board. | Attachment(s) NONE | |

Arcade Creek Recreation and Park District

| | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| Meeting Date September 21, 2023 | | Item # 6 d |
| | | Old Business |
| Subject: Discuss District Salary Ranges | | |
| Initiated or requested by <input checked="" type="checkbox"/> Board <input type="checkbox"/> Staff <input type="checkbox"/> Other | Item Type <input checked="" type="checkbox"/> Informational <input checked="" type="checkbox"/> Direction <input type="checkbox"/> Action | Report coordinated or prepared by Director T. Dworetzky |
| <p><i>Item originally appeared on the August 17, 2023 agenda</i></p> <p>It has been several years since the District reviewed and updated the salary ranges for staff.</p> <p>Director Dworetzky, as a member of the current Finance Committee, offered to lead the discussion.</p> | | |
| Coordination and Review This is a standard practice of the Board. | | Attachment(s) |

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| Meeting Date September 21, 2023 | | Item # 7 a |
| | | New Business |
| Subject: Discuss appointment process to fill vacant Board position | | |
| Initiated or requested by <input checked="" type="checkbox"/> Board <input type="checkbox"/> Staff <input type="checkbox"/> Other | Item Type <input type="checkbox"/> Informational <input checked="" type="checkbox"/> Direction <input type="checkbox"/> Action | Report coordinated or prepared by <i>Kim Cook</i> <i>Per Alex Vassar</i> |
| Objective Discuss and develop a process and timeline to fill the vacant Board positions. | | |
| Background Amanda Gualderama informed Chairperson Vassar that her last meeting as a Director with ACRPD would be September 21, 2023. 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 <ul style="list-style-type: none"> • 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. <ul style="list-style-type: none"> • The remaining members of the district board shall make the appointment within 60 days of the effective date of the vacancy (by November 21, 2023). • 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. • Director Gualderama took the oath of office on December 1, 2020. This term is scheduled to end on November 30, 2024. • Because this vacancy is occurring within 14 months prior to the term ending date, the person appointed to fill the vacancy shall hold office until their successor qualifies following the next general district election (November 2024). | | |
| Alternatives: The board may decline to act. 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 | | |
| Budget/Cost Information None | | |

Recommended Action:

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

Coordination and Review

This is a standard practice of the Board.

Attachment(s)

None

Arcade Creek Recreation and Park District

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Meeting Date September 21, 2023 | | Item # 7 b |
| | | New Business |
| Subject: Select/elect a Secretary/Treasurer for the Board to fill a vacancy | | |
| Initiated or requested by <input type="checkbox"/> Board <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other | Item Type <input type="checkbox"/> Informational <input checked="" type="checkbox"/> Direction <input checked="" type="checkbox"/> Action | Report coordinated or prepared by Kim Cook |
| Objective To select/elect a new Secretary/Treasurer. | | |
| Background The current Secretary/Treasurer, Amanda Gualderama’s, resignation will take effective at 9 o’clock pm on September 21, 2023. This will create a vacancy in the position of Secretary/Treasurer, requiring another member to be elected to serve in that capacity. | | |
| Analysis Because the Secretary/Treasurer serves as a member of the Finance Committee and (per Board Policy 4040.2) conducts meetings in the absence of the Chair and Vice Chair filling the office of Secretary/Treasurer is an essential step to ensuring the continued function of the Board and District. | | |
| Recommended Action: Determine, by majority vote, a new Secretary/Treasurer for the district. | | |
| Budget/Cost Impact None | | |
| Coordination and Review This is a standard practice of the Board. | | Attachment(s) None |

Arcade Creek Recreation and Park District

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| Meeting Date September 21, 2023 | | Item # 7 c |
| | | New Business |
| Subject: Discuss Planning | | |
| Initiated or requested by <input checked="" type="checkbox"/> Board <input type="checkbox"/> Staff <input type="checkbox"/> Other | Item Type <input checked="" type="checkbox"/> Informational <input checked="" type="checkbox"/> Direction <input type="checkbox"/> Action | Report coordinated or prepared by Director S. Miller |
| <p>Director Miller requested that this item be placed on the agenda for discussion.</p> | | |
| Coordination and Review This is a standard practice of the Board. | | Attachment(s) None |

Arcade Creek Recreation and Park District

| | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Meeting Date September 21, 2023 | | Item # 7 d |
| | | New Business |
| Subject: Approval to close Umpqua Project Fund Checking Account xxxx9025 | | |
| Initiated or requested by <input type="checkbox"/> Board <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other | Item Type <input checked="" type="checkbox"/> Informational <input checked="" type="checkbox"/> Direction <input type="checkbox"/> Action | Report coordinated or prepared by Kim Cook |
| <p>Objective To close the Umpqua Project checking account xxxx9025.</p> <p>Background This account was opened in 2018 for the sole purpose of taking advances/draws against the loan that was established to provide cash flow for the ACP Bridge under construction.</p> <p>This project had several funding sources but as with most grants, the funds are expended first and requested for reimbursement after.</p> <p>All funds advanced were paid back to the loan upon receipt of reimbursements received.</p> <p>The loan and any balances were satisfied and officially closed as of September 2021.</p> <p>This checking account currently has a balance of \$78.90.</p> <p>Proposed Action Authorize staff to issue a check in the amount of \$78.90 to the districts Umpqua Business account xxxx4145, and close account xxxx9025.</p> <p>Alternative Actions Leave the funds in the account and do nothing.</p> | | |
| Coordination and Review This is a standard practice of the Board. | | Attachment(s) None |

Arcade Creek Recreation and Park District

MEETING DATE: September 21, 2023

AGENDA ITEM: 8 Board Discussion

General discussion on topics for future meetings.