

Arcade Creek

Recreation and Park District

BOARD OF DIRECTORS MEETING
THURSDAY September 16, 2021 @ 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. **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 8/19/2021
 - b. **FY 21-22 Period 2 Financial Reports 339A**
 - c. **FY 21-22 Period 2 Financial Reports 339D**
 - d. **FY 21-22 Period 2 Multi Accounts Revenue Reports**
 - e. **FY 21-22 Period 2 Payroll Report**
 - f. **FY 21-22 Period 2 Rental & Misc. Revenue Report**
 - g. **Correspondence received and sent**
 - h. **Patrol Report**
 - i. **General Managers Report**

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5. Old Business

- a. Follow up to FECRPD Police Contract
- b. Update on the Prop 68 Per Capita Funding

6. New Business

7. Board Discussion

- a. General discussion on topics for future meetings.

8. Adjournment of the meeting. The next regular Board of Directors meeting will be held Thursday October 21, 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), 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 & 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 19, 2021, at 6:00 p.m.

Meeting conducted in the Herzog Community Center Maple (Large) Room

Call to Order and Perform Roll Call: Chairperson A. Vassar called the meeting to order at 6:02 pm

Board Members Present: Alex Vassar, Amanda Gualderama, Michael Hanson, Travis Dworetzky, Chris Juell

Board Members Absent: None

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

Legal Counsel Present: Yes – Derek Cole

Auditor Present: No

Presentation(s): None

Visitor(s) That Signed In: Margie Herzog, Zana Redden

2. PUBLIC COMMENTS: None

3. ANNOUNCEMENTS: Introduction of new District General Manager Lisa Gonzalez

Adjourned Regular Session: 6:05 pm

Opened Closed Session: 6:05 pm

4. CLOSED SESSION

a. Anticipated Litigation:

Significant exposure to litigation pursuant to § 54956.9(b) - Number of Cases: 1

Adjourned Closed Session: 6:12 pm

Re-opened Regular Session: 6:12 pm

REPORT FROM CLOSED SESSION:

The Board entered into a settlement agreement and release of claims and a copy will be available upon request

5. CONSENT ITEMS:

- a. **Draft Meeting Minutes: Board Meeting 7/17/2021**
- b. **FY 20-21 Period 13 Financial Reports 339A, 339d & Multi-Revenue Accounts**
- c. **FY 21-22 Period 1 Financial Reports 339A**
- d. **FY 21-22 Period 1 Financial Reports 339D**
- e. **FY 21-22 Period 1 Multi Accounts Revenue Reports**
- f. **FY 21-22 Period 1 Payroll Report**
- g. **FY 21-22 Period 1 Rental & Misc. Revenue Report**
- h. **Correspondence received and sent**
- i. **Patrol Report**
- j. **Interim General Managers Report**

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

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

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

Absent:

Abstained:

6. OLD BUSINESS:

- a. **General Manager Recruitment**

Chairperson A. Vassar informed the Directors that the recruitment of a new GM had been concluded and provided introduction of Lisa Gonzalez.

Director M. Hanson presented the Interim General Manager, Alex Vassar a plaque acknowledging the dedication and work that he provided to the district during the recruitment of a replacement for the GM position.

- b. **FECRPD Police Contract**

To remain under consideration.

- c. **Restarting the renting of district facilities for private classes**

Due to current Covid 19 constraints, item tabled to be brought back for discussion at a future meeting.

7. NEW BUSINESS:

- a. Power Point Presentation regarding FY 2021-22 Budgeting on 339A General Fund and 339D District Projects.

Chairperson A. Vassar turned the meeting over to Director A. Gualderama so that the power presentation that she prepared could be presented.

Director A. Gualderama returned the meeting back to Chairperson A. Vassar.

- b. Adopt the Final FY 2021-22 339A Operating Budget, through the Approval of Board Resolution 2021-07 and the related budget documents.

Motion No. 2: It was moved by Director A. Gualderama and seconded by Director T. Dworetzky to adopt Board Resolution 2021-07 approving the final FY 2021-22 budget for 339A Operating Budget and authorizing submission to the County Finance Dept.

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

- c. Adopt the Final FY 2021-22 339D District Projects Budget, through the Approval of Board Resolution 2021-08 and the related budget documents

Motion No. 3: It was moved by Director A. Gualderama and seconded by Director T. Dworetzky to adopt Board Resolution 2021-08 approving the final FY 2021-22 budget for 339D District Projects and authorizing submission to the County Finance Dept.

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

- d. LAFCO Nominations for Special District Representative

Motion No. 4: It was moved by Director A. Gualderama and seconded by Director T. Dworetzky to nominate Director Michael Hanson for a position on the Sacramento Local Agency Formation Commission, as he expressed interest in serving in a Commissioner or Alternate Commissioner position.

Motion Carried: 3 Ayes, 2 Noes, 0 Absent, 0 Abstained
Ayes: A. Gualderama, M. Hanson, T. Dworetzky
Noes: A. Vassar, C. Juell
Absent:
Abstained:

8. BOARD DISCUSSION

- a. General discussion on topics for future meetings.

9. ADJOURNMENT OF THE MEETING.

Chairperson A. Vassar adjourned the meeting at 7:30 pm.

DRAFT

**ACRPD 2021 - 2022
339A Budget Report**

**August 2021
Period 2 of 13**

FYTD Completed = 15%

CODE	CATEGORIES	2021-22 Budget	August	Expended To Date	Balance	Percent Expended
10111000	Salaries and Wages - Reg F/T Staff		8,629.32	17,434.64	(17,434.64)	#DIV/0!
"	Part-time Salaries			-		-0-
"	P/T Monitors		1,751.25	3,247.50	(3,247.50)	#DIV/0!
"	Blank			-	-	#DIV/0!
"	Blank			-	-	#DIV/0!
"	Blank			-	-	#DIV/0!
10112400	Salaries & Wages - Commission & Brds		-	450.00	(450.00)	#DIV/0!
10113200	Salaries & Wages - Time/one half (OT)		214.50	607.75	(607.75)	#DIV/0!
"	Salaries/Wages - Strt Time OT(No Retirment Contribution)		46.75	415.25	(415.25)	#DIV/0!
10121000	Retirement - Employer Cost (@ 10.34%)		892.26	1,809.06	(1,809.06)	#DIV/0!
"	Retirement - Employer Cost (@ 8.650%)		-			
"	Retirement - UAL (1,792.25 mthly or 20,792.00)		-	20,792.00	(20,792.00)	#DIV/0!
"	Retirement Acturial Cost		350.00	350.00	(350.00)	#DIV/0!
10122000	Social Security (OASDHI rate=7.65%)		814.10	1,694.87	(1,694.87)	#DIV/0!
10123000	Group Insurance - Employer Cost			-		-0-
"	Medical + Admin fee		1,631.35	3,266.61	(3,266.61)	#DIV/0!
"	Dental		83.58	250.74	(250.74)	#DIV/0!
"	Vision		16.38	49.14	(49.14)	#DIV/0!
"	EAP		-	17.40	(17.40)	#DIV/0!
10124000	Work Comp Ins - Employer Cost		-	1,216.10	(1,216.10)	#DIV/0!
10125000	State Unemployment Insurance (Pool)		12.60	34.67	(34.67)	#DIV/0!
10128000	Health Care Retirees		117.25	351.63	(351.63)	#DIV/0!
10140000	Cost Reduct Factor (CalPERS UAL Pre Pmt)			-	-	#DIV/0!
	TOTALS:	-	14,559.34	51,987.36	(51,987.36)	#DIV/0!

**ACRPD 2021 - 2022
339A Budget Report**

**August 2021
Period 2 of 13**

FYTD Completed = 15%

CODE	Service & Supply	2021-22 Budget	August	Expended To Date	Balance	Percent Expended
20200500	Advertising/Legal Notices			-	-	#DIV/0!
20202900	Business/Conference Expenses			-	-	#DIV/0!
20203600	Education and Training Supplies			-	-	#DIV/0!
20205100	Insurance - Liability			31,834.00	(31,834.00)	#DIV/0!
20206100	Memberships Dues			2,000.00	(2,000.00)	#DIV/0!
20207600	Office Supplies		259.95	259.95	(259.95)	#DIV/0!
20207602	Signs			-	-	#DIV/0!
20207603	Keys			-	-	#DIV/0!
20208100	Postage Service		188.00	188.00	(188.00)	#DIV/0!
20208102	Stamps (Postal)			-	-	#DIV/0!
20208500	Printing Service			-	-	#DIV/0!
20210300	Agriculture/Horticultural Services		2,800.00	2,800.00	(2,800.00)	#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			-	-	#DIV/0!
20214200	Land Improvement Maintenance Sup.		6.34	6.34	(6.34)	#DIV/0!
20215100	Mechanical System Maintenance Svcs.		426.00	426.00	(426.00)	#DIV/0!
20215200	Mechanical System Maintenance Sup.			-	-	#DIV/0!
20216200	Painting Supplies		393.09	541.22	(541.22)	#DIV/0!
20216700	Plumbing Maintenance Service (new)			-	-	#DIV/0!
20216800	Plumbing Maintenance Supplies			-	-	#DIV/0!
20219100	Electricity		1,781.84	3,192.28	(3,192.28)	#DIV/0!

**ACRPD 2021 - 2022
339A Budget Report**

**August 2021
Period 2 of 13**

FYTD Completed = 15%

CODE	Service & Supply	2021-22 Budget	August	Expended To Date	Balance	Percent Expended
20219200	Natural Gas Service		16.68	34.44	(34.44)	#DIV/0!
20219300	Refuse Collection/Disposal		189.90	802.68	(802.68)	#DIV/0!
20219500	Sewage Services		113.29	113.29	(113.29)	#DIV/0!
20219800	Water		3,537.58	8,364.28	(8,364.28)	#DIV/0!
20220500	Automotive Maintenance Service			-	-	#DIV/0!
20220600	Automotive Maintenance Supplies			-	-	#DIV/0!
20221100	Grounds Equipment Maintenance Svcs.			-	-	#DIV/0!
20221200	Grounds Equipment Maintenance Sup.			69.52	(69.52)	#DIV/0!
20222600	Hand / Expendable Tools			-	-	#DIV/0!
20223600	Fuel and Lubricant Supplies		364.91	782.94	(782.94)	#DIV/0!
20226200	Office Equip. Maintenance Supplies		923.37	923.37	(923.37)	#DIV/0!
20227500	Rent/Lease Equipment			-	-	#DIV/0!
20227501	Copy Machine - Lease		281.29	562.58	(562.58)	#DIV/0!
20227504	Miscellaneous			40.44	(40.44)	#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		346.59	460.33	(460.33)	#DIV/0!
20243700	Lab (Medical) Service (Drug Testing)			-	-	#DIV/0!
20244300	Medical Service (Pre-emp Testing/Live Scan)			-	-	#DIV/0!
20244400	Medical Supplies (First Aid)			-	-	#DIV/0!
20250605	Service Fees (Bank Loan Item)			3,506.06	(3,506.06)	
20250700	Assessment / Collection Services			-	-	#DIV/0!
20252100	Temporary Services			-	-	#DIV/0!
20253100	Legal Services		112.50	2,947.50	(2,947.50)	#DIV/0!
20255100	Planning Service-			-	-	#DIV/0!
20257100	Security Service			1,235.00	(1,235.00)	#DIV/0!
20258200	Public Relations Service/mkting, web			1,800.00	(1,800.00)	#DIV/0!

**ACRPD 2021 - 2022
339A Budget Report**

**August 2021
Period 2 of 13**

FYTD Completed = 15%

CODE	CATEGORIES	2021-22 Budget	August	Expended To Date	Balance	Percent Expended
20259100	Other Professional Services		(1,500.00)	(1,500.00)	1,500.00	#DIV/0!
20281100	Data Processing -Computer Services			-	-	#DIV/0!
20281201	Hardware (Computer)			-	-	#DIV/0!
20281210	PC Laptop Printer Purchase		915.86	915.86	(915.86)	
20281265	Application Software Maint Lic Renewal		220.00	539.99	(539.99)	#DIV/0!
20281304	Sales Tx Adj - Board of EQ			-	-	#DIV/0!
20281700	Election Services			-	-	#DIV/0!
20283102	Mileage					
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			-	-	#DIV/0!
20289900	Other Operating Exp. - Misc. expenses			-	-	-0-
20291300	Auditor/Controller Services			-	-	#DIV/0!
20291500	Compass Costs		987.83	987.83	(987.83)	#DIV/0!
20291700	Alarm Services			451.63	(451.63)	#DIV/0!
20298700	Telephone Services		299.30	598.75	(598.75)	#DIV/0!
20298701	Cell Phones		40.00	109.40	(109.40)	#DIV/0!
20299909	Expenditure Reimbursements			-	-	#DIV/0!
TOTALS:		-	\$ 12,846.32	\$ 65,135.68	\$ (65,135.68)	#DIV/0!

**ACRPD 2021 - 2022
339A Budget Report**

**August 2021
Period 2 of 13**

FYTD Completed = 15%

CODE	CATEGORIES	2021-22 Budget	August	Expended To Date	Balance	Percent Expended
30321000	Interest Expense		735.74	2,232.95	(2,232.95)	#DIV/0!
30323000	Lease Obligation Retirement(Side Fund)		2,400.00	7,200.00	(7,200.00)	#DIV/0!
30345000	Taxes, Licenses & Assessments			-	-	#DIV/0!
TOTALS:		-	\$ 3,135.74	\$ 9,432.95	\$ (9,432.95)	#DIV/0!

FYTD Completed = 15%

CODE	CATEGORIES	2021-22 Budget	August	Expended To Date	Balance	Percent Expended
42420100	Building - Community Ctr Upgrades			-	-	#DIV/0!
TOTALS:		-	\$ -	\$ -	\$ -	#DIV/0!

FYTD Completed = 15%

79790100	Contingencies			-	\$ -	0%
	Reserved Fund Balance Increase			-	\$ -	0%
Grand Total		\$ -	\$ 30,541.40	\$ 126,555.99	\$ (126,555.99)	#DIV/0!

	Beginning Fund Balance Available			-	\$ -	0%
	Fund Balance Decreased by				\$ -	0%
	Provisions for General Reserves			-	\$ -	0%
TOTALS:		-	-	-	-	-

ACRPD 2021 - 2022
339A Revenue

August 2021
Period 2 of 13

FYTD Completed = 15%
Percent Received

Account		2021-22 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!
91919900	Taxes - Other			-	-	#DIV/0!
Total Taxes		\$ -	\$ -	-	\$ -	#DIV/0!
94941000	Interest			-	-	#DIV/0!
94942900	Building Rental (Parks & Facilities)		1,970.00	2,620.00	(2,620.00)	#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 Passthu			-	-	#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		73.38	327.38	(327.38)	#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		\$ -	\$ 6,653.80	\$ 12,168.22	\$ (12,168.22)	#DIV/0!
Total Revenue		\$ -	\$ 6,653.80	\$ 12,168.22	\$ (12,168.22)	#DIV/0!

Register Expense Report

FY 2021 - 2022

Period 2

8/1/2021 Through 8/31/2021

Account

339A

Not Cleared

Date	Num	Description	Memo	Category	Cleared	Amount	
8/2/2021	EFT	S	Compass License Fee	FY 21/22 -Compass VPN Connection	291500	c	(288.00)
				FY 21/22 - Compass License Fee	291500	c	(699.83)
8/4/2021		23967	Central Control System - 23278	8/2021 - Wireless irrigation	281265	c	(220.00)
8/4/2021		23968	Defender Termite & Pest - 71461	7/2021 HSP Pest Control	211100	c	(70.00)
8/4/2021		23969	Defender Termite & Pest - 71461	7/2021 Oakdale RR Pest Control	211100	c	(72.00)
8/4/2021	23970	S	Fast Break - 37998	7/2021- Phone service	298700	c	(195.00)
				8/2021 - email exhchange + Brd mbrs	298701	c	(40.00)
8/4/2021		23971	Home Depot - 2843	ACP Graffiti clean up items	216200	c	(57.52)
8/4/2021		23972	Orbit Station - 33714	7/2021- Fuel Chgs	223600	c	(357.77)
8/4/2021		23973	PG&E - 1383	7/2021-Billing	219200	c	(16.68)
8/4/2021		23974	Republic Services - 57909	7/2021 - Billing	219300	c	(189.90)
8/4/2021	23975	S	Raul's Tree Care - 69419	ACP - Clean up fallen tree	210300	c	(1,100.00)
				HSP - Clean up fallen branch (Oak tree)	210300	c	(200.00)
8/4/2021	23976	S	Sacramento County Utilities - 666	6/22/2021 - 8/21/2021 Billing	219500	c	(276.28)
				Credit Adj	219500	c	162.99
8/4/2021		23977	Staples Business Advantage - 14122	Banker boxes - 2 cases paper - 2022 Wall Calen & Plar	207600	c	(157.91)
8/4/2021	23978	S	Umpqua CC - 71085	District PO Box 1 Yr	208100	c	(188.00)
				Stripping Paing - parking lots	216200	c	(74.07)
8/4/2021	23979	S	CalPERS - 521	7/16- 7/31/2021 EE Contrib	5420524	c	(308.19)
				7/16 -7/31/2021 ER Contrib	121000	c	(455.23)
8/13/2021	EFT		# 400040544	Health Benefits Pay Date 8/13/2021	123000	c	(813.64)
8/13/2021	P/R+Taxes	S	Payroll And Taxes	Period 7/16/2021 - 7/31/2021 Ck date 8/13/2021	111000	c	(5,291.41)
				Brd Pay Ck date 8/13/2021	112400	c	-
				Time/One Half - Ck date 8/13/2021	113200	c	(82.50)
				OT Straight Pay - Ck date 8/13/2021	113200	c	(2.75)
				OASDHI - Ck date 8/13/2021	122000	c	(411.31)
				SUI ER Contrib Ck date 8/13/2021	125000	c	(8.52)
				Termination Pay	115200	c	-
8/13/2021		23980	All Pro Backflow - 69926	Backflow test @ ACP 2	215100	c	(142.00)
8/13/2021		23981	All Pro Backflow - 69926	Backflow test @ Oak 4	215100	c	(284.00)
8/13/2021		23982	CalPERS - 19732	GASB-68 Pooled Acturial FY20/21 report	121000	c	(350.00)
8/13/2021		23983	Cintas - 56036	7/23/2021 -Custodial	232200	c	(113.74)
8/13/2021		23984	Cintas - 56036	8/6/2021 -Custodial	232200	c	(113.74)
8/13/2021	23985	S	Phillips 66 - 58398	Credit from Stmt 5/2021	223600	c	13.39
				7/2021 Stmt	223600	c	(20.53)
8/13/2021		23986	Raul's Tree Care - 69419	ACP Fallen tree & Cleared tree canopy	210300	c	(1,500.00)

8/13/2021		23987	SMUD - 4025	7/2021 - SMUD Billing	219100	c	(1,781.84)
8/13/2021		23988	Staples Business Advantage - 14122	Desk top organizer trays 3	207600	c	(36.93)
8/13/2021		23989	US Bank - 68934	8/2021-Xerox Copier	227501	c	(281.29)
8/24/2021	23990	S	CalPERS - 521	8/1 - 8/15/2021 EE Contrib	5420524	c	(295.87)
				8/1 - 8/15/2021 ER Contrib	121000	c	(437.03)
8/24/2021	23991	S	CalPERS Health - 12733	9/2021-Medical - 2 EE's	5420516	c	(1,627.28)
				9/2021-Medical - EE Admin Fee	123000	c	(4.07)
				9/2021-Medical - 2 Retirees	128000	c	(117.25)
8/24/2021		23992	Cintas - 56036	8/20/2021 -Custodial	232200	c	(113.74)
8/24/2021		23993	Cole Huber - 54641	7/2021 Ref-Brd Pkt review	253100	c	(112.50)
8/24/2021		23994	Comcast - 12322	8/2021-Billing-Phone/HSI	298700	c	(104.30)
8/24/2021	23995	S	Encompass - 18796	Purchase Xerox C405 Printer	20281210	c	(915.86)
				Toner - Xeros C405 Hi Yield	20226200	c	(894.29)
8/24/2021		23996	Encompass - 18796	Xerox C405 Waste toner cartridge	226200	c	(29.08)
8/24/2021	23997	S	GSRMA - 29229	9/2021-Dental - 2 EEs	123000	c	(83.58)
				9/2021-Vision - 2 EEs	123000	c	(16.38)
8/24/2021	23998	S	Home Depot - 2843	Chain link	214200	c	(6.34)
				Paint supplies - HSP GPA	216200	c	(261.50)
				Bleach	232200	c	(5.37)
8/24/2021		23999	Sacramento Suburban Water - 26158	8/2021 - Garfield (ACP) w/46.12 credit	219800	c	(1,312.16)
8/24/2021		24000	Sacramento Suburban Water - 26158	8/2021 - Myrtle (Oak) w/78.84 credit	219800	c	(2,086.26)
8/24/2021		24001	Sacramento Suburban Water - 26158	8/2021 - HSP w/9.68 credit	219800	c	(139.16)
8/24/2021		24002	Staples Business Advantage - 14122	Mech pencils, Note pads, Post its, White out pens	207600	c	(65.11)
8/24/2021	24003	S	Umpqua Bank - 52152	9/2021 - Side Fund Interest	321000	c	(735.74)
				9/2021 - Side Fund Principal	323000	c	(2,400.00)
8/24/2021	JV		# 110404646	Re-allocate Claim 23767 FY 2020-21 from 339A to 335	259100	c	1,500.00
8/27/2021	DepPermit	S	County Of Sacramento Deposit Permi	Studio / Field Space	942900	c	180.00
				Event Building / GPA / Park Rentals / Cell Towers	942900	c	1,790.00
				Grants -	956300	c	-
				Misc Funds Collected	979000	c	73.38
8/30/2021	DepPermit	S	County Of Sacramento Deposit Permi	Studio / Field Space	942900	c	-
				Event Building / GPA / Park Rentals / Cell Towers	942900	c	4,610.42
				Grants -	956300	c	-
				Misc Funds Collected	979000	c	-
8/31/2021	EFT		# 400040663	Health Benefits Date 8/31/2021	123000	c	(813.64)
8/31/2021	P/R+Taxes	S	Payroll And Taxes	Period 8/1/2021 - 8/15/2021 Ck date 8/31/2021	111000	c	(5,089.16)
				Brd Pay Ck date 8/31/2021	112400	c	-
				Time/One Half - Ck date 8/31/2021	113200	c	(132.00)
				OT Straight Pay - Ck date 8/31/2021	113200	c	(44.00)
				OASDHI - Ck date 8/31/2021	122000	c	(402.79)
				SUI ER Contrib Ck date 8/31/2021	125000	c	(4.08)
				Termination Pay	115200	c	-

BALANCE 8/31/2021	-120,490.05
TOTAL INFLOWS	8,330.18
TOTAL OUTFLOWS	-34,449.12
NET TOTAL	-26,118.94

**ACRPD 2021-2022
339D Expenditures**

**August 2021
Period 2 of 13**

FYTD Completed = 15%

CODE	CAPITAL OUTLAY	2021-22 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!
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 - ???			-	-	-0-
				-	-	
TOTALS:		-	\$ -	\$ -	\$ -	#DIV/0!

**ACRPD 2021-2022
339D Revenue**

**August 2021
Period 2 of 13**

FYTD Completed = 15%

Account		2021-22 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!
"				-	-	#DIV/0!
				-	-	#DIV/0!
95956900	Other Funds - Local			-	-	#DIV/0!
"	*Jo Smith Pedi Bridge Proj			-	-	#DIV/0!
"	*ACP-Park Improvements			-	-	#DIV/0!
"	*HSP Community Ctr Improvements			-	-	#DIV/0!
"	*HSP ADA Improvements			-	-	#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
FY 2021 - 2022
8/1/2021 Through 8/31/2021

Account

339D

Not Cleared

Date	Num	Description	Memo	Category	Cleared	Amount

**Arcade Creek Recreation and Park District
2021 - 2022 Monthly Revenue Reports**

August 2021

Period 2

339B - Grant Trust

Beginning Balance	Debits	Credits	Ending Balance
\$ -	\$ -	\$ -	\$ -

088H - Park Dedication

Beginning Balance	Debits	Credits	Ending Balance
\$ 6,494.66	\$ -		\$ 6,494.66

339C - ADA Funds

Beginning Balance	Debits	Credits	Ending Balance
\$ 1,369.59	\$ -	\$ -	\$ 1,369.59

339I - Park Impact Fee's

Beginning Balance	Debits	Credits	Ending Balance
\$ 507,245.05	\$ 1,500.00	\$ 2,560.00	\$ 508,305.05

7/20/2021 \$2,560.00 Credit received in period 1

8/24/2021 Transferred \$1,500.00 from 339A Claim 23767 GL 20259100 to cover FY18-19 Annual & 5 Yr Nexus Study

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

End of

*Pay Period:

August 15, 2021

August 31, 2021

Payroll Issued:

August 30, 2021

*9/15/2021

Administration Division	2466.66	5875.66	8,342.32
Board Members = 5	0.00	250.00	250.00
Parks Division	1936.00	2208.25	4,144.25
PT Maint	0		-
Recreation Division			
Monitors, etc	862.50	836.25	1,698.75
Misc - Staff	0.00	0.00	-
Rec. Staff (Other)	0.00	0.00	-
	\$ 5,265.16	\$ 9,170.16	\$ 14,435.32
Employer Paid Taxes <i>(FICA, Medicare, SUJ)</i>	406.87	Unavailable	

Rental & Misc. Revenue Report**August 2021****94942900 - SOCIAL/EVENT BUILDING/GPA RENTALS**

Rental Date	Renter	Location	Amount
Sundays in August 2021	S Aguirre - COPAAF	HSP Soccer	240.00
Sundays in August 2021	S Aguirre - COPAAF	Oakdale Soccer	240.00
M-F August 2021	Legends Soccer	HSP Soccer	220.00
Sat. 8/7, 21 & 28/2021	Legends Soccer	HSP Soccer	180.00
M-W- F in Aug	Capital Comm Athletics	HSP Soccer	90.00
	SACC (Creek Mtg's)	Sm Rm	-0-

Totals \$ **970.00****A****94942900 - LONG TERM STUDIO/ FIELD SPACE RENTAL**

Rental Date(s)	Renter	Location	Amount
8/9-16-23-30/2021	Albree Dog Class	HSP	180.00

Totals \$ **180.00****B****94942900 - CELL TOWER REVENUE**

Aug-21	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**

Refund Staples (unknown)	73.38

Totals \$ **73.38****D**

\$ 970.00	A
\$ 180.00	B
\$ 4,610.42	C
\$ 73.38	D
\$ 5,833.80	Total

Arcade Creek



Recreation and Park District

Kelly Oakes
Sales Representative
MRC Recreation
1461 Freswick Drive
Folsom, CA 95630

Brian Gates
VP Sales
MRC Recreation
2130 Route 35
Building B, Suite 222
Sea Girt, NJ 08750
Fax: (732) 974-0226

Bob Barron
Senior VP
GameTime
544 Chestnut Street
Chattanooga, TN 37402
Fax: (423) 425-3124

Spencer Cheak
Group President
PlayCore
544 Chestnut Street
Chattanooga, TN 37402
Fax: (423) 425-3124

Date: August 24, 2021

Re: Broken Space Whirl w/ Hyd Brake

I am writing on behalf of the Arcade Creek Recreation and Park District (ACRPD). ACRPD has been a customer of MRC Recreation and purchaser of GameTime, a PlayCore company, equipment for a number of years, and have purchased over \$113,000 worth of play equipment and labor through sales representative Kelly Oakes with MRC Recreation just within the last five years.

In May of 2017, we purchased a Space Whirl w/ Hyd Brake (Accent:BZ Bronze) (Basic: BH BG290) with a unit price of \$5,907.00. Installation of the Space Whirl was completed in June of 2017 and performed by Thomas Oakes, DBA Recreation Project Services, Inc. Playground Safety Inspection performed and signed by Kelly Oakes on July 15th, 2017

In April 2021, our staff began to notice that there was a tilt to the Space Whirl and staff notified Ms. Oakes of the perceived damage on April 12, 2021. On April 14, 2021 Ms. Oakes recommended a new Space Whirl, without review of the damage to the existing Space Whirl. Our staff replied to Ms. Oakes email requesting information on why the Space Whirl needed to be replaced and could not be repaired given it was only installed in 2017. On April 14, 2021 our staff indicated to Ms. Oakes that the Space Whirl's damage was the rotating balance barring on the equipment. The piece was not fully welded together when it was installed, causing the insufficient welding to break.

On April 15, 2021 Ms. Oakes requested more photographic evidence to check with the warranty department to see if the equipment was still covered. On April 20 and April 21, 2021, our staff sent multiple pictures of the broken equipment. The Space Whirl needed to be sectioned off because it was now a safety issue, and our park patrons were no longer able to utilize this equipment.

Although the warranty for the Space Whirl expired one year after purchase, in May of 2018, this repair should still be performed by the manufacturer because the failure ultimately resulted from the base being secured by light spot welding.

On April 21, 2021, Ms. Oakes responded back that a submission ticket had been placed with the parts department, still without inspection of the Space Whirl. Our staff checked in with Ms. Oakes on April 29, 2021, and we were told that there were ten tickets ahead of us and that the estimated time of completion would be May 4th. Our staff checked in on May 24, 2021 with Ms. Oakes who responded with a quote for the repairs. The quote stated that the cost to repair the Space Whirl would be \$901.74, install not included in quote.

On the same day, our staff responded with Ms. Oakes with questions regarding the quote provided and a request that Ms. Oakes come to the site and review the damage herself. Maintenance staff had reviewed the damage and determined that the welding that had been performed at the time of installation was poorly done, and not sufficiently completed for the equipment to maintain integrity. In fact, we are lucky that a patron was not injured due to the poor installation.

On May 24, 2021, Ms. Oakes responded asking for another picture of the broken weld, indicating that she would not be able to come out and review the damage until the next week. Our staff requested that she come out when she was available so that the maintenance staff could show her the broken weld, and where the welding was insufficient along the rest of the equipment.

On June 3, 2021, our staff reached out to Ms. Oakes asking if she was planning to review the damage and when she would be on site so that we could notify our maintenance staff. Ms. Oakes responded that it would need to be the installer Thomas Oakes that would need to be on site and assess the damage.

On June 9, 2021, our staff again reached out to Ms. Oakes after not hearing from her or Thomas Oakes. Ms. Oakes responded that Thomas Oakes had been out to the site on June 7, 2021 in the evening, although Thomas Oakes did not inform staff of his intention to view the Space Whirl and did not speak to maintenance staff of the issue. Ms. Oakes stated that she placed a parts order on June 8, 2021 and that the wait was now three to four weeks out. Ms. Oakes did not send the pictures that Thomas Oakes had submitted. Ms. Oakes insinuated that the delay was because our staff did not send pictures, which they had, and that it was because we requested an onsite evaluation. This seems ridiculous that a delay in repair to our equipment was caused because we wanted the person with the assumed expertise, whom we had paid a substantial sum to install, to actually review the damaged product.

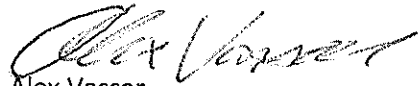
Ms. Oakes also stated that there was additional damage to the Space Whirl since the first quote had been sent, but did not indicate what that additional damage was. The additional damage that our staff could identify was that more of the welds that had been poorly connected had broken.

We have not heard back from Ms. Oakes or Thomas Oakes since June 9, 2021. Our Space Whirl is still broken and unable to be used by our park patrons. We contend that this piece of equipment was not installed properly, and should be fixed, free of charge. We have waited four months, during our peak recreation season, for this to be addressed, and we have not been satisfied with the lack of communication, transparency, and service in this process.

We simply want our Space Whirl to be fixed and welded properly when it is. Nothing external caused the Space Whirl to break, and it has not aged enough to justify this kind of breakage; it was improperly installed and thus the cost of fixing this issue should lie with the installer, or the manufacturer, not with ACRPD.

We manage three parks and we are connected with the greater Sacramento community parks and recreations districts. We have been a good customer of MRC Recreation and GameTime, a PlayCore company, and expect the service and quality to be up to at least minimum standards. This has not been proven during the course of our interactions thus far. It is disappointing, and unless this issue regarding our Space Whirl is fixed in a prompt manner, we will not be able to continue in business with this company or its affiliates and would not be able to recommend this company to our colleagues in other parks and recreations districts.

We look forward to a timely and sufficient closing of this matter. Please contact me should you have any questions. Thank you,

A handwritten signature in black ink, appearing to read "Alex Vassar". The signature is fluid and cursive, with the first name "Alex" being more prominent than the last name "Vassar".

Alex Vassar

Chairman of the Board

ACRPD

PO Box 418114

Sacramento, CA 95841-8114

avassar@acrpd.com

Reporting Period: 2021-08-01 to 2021-08-31

Arcade Creek Park

Notice To Appear Issued

No NTAs issued during this reporting period.

Parking Citations Issued

1) Date/Time: 2021-08-14 16:21

V1: 4000(a) CVC No current registration

Notes:

Onsite Arrests Made

1) Date/Time: 2021-08-13 17:10

V1: 69 PC Resist Executive Officer Severity: Fel

Notes: Subj fought officers and tried to escape since he had a warrant.

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.

Hamilton Street Park

Notice To Appear Issued

No NTAs issued during this reporting period.

Parking Citations Issued

1) Date/Time: 2021-08-05 17:07

V1: 4000(a) CVC No current registration

Notes:

2) Date/Time: 2021-08-15 00:06

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

Notes:

3) Date/Time: 2021-08-15 00:02

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

Notes:

4) Date/Time: 2021-08-16 16:51

V1: 4000(a) CVC No current registration

V2: 10.24.030(b) SCO Prohibited stopping, standing, parking

Notes:

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**

No NTAs issued during this reporting period.

Parking Citations Issued

1) Date/Time: 2021-08-12 13:06

V1: 4000(a) CVC No current registration

Notes:

2) Date/Time: 2021-08-19 12:42

V1: 4000(a) CVC No current registration

Notes:**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: 2021-08-21 22:30

Severity: Fel

Warrant Ammount: 0.00

Notes: Driver saw us at the park and tried to leave quickly without turning his lights on. He had a felony warrant for evading arrest.

Warnings Issued

No warnings issued during this reporting period.

Off Property**Notice To Appear Issued**

1) Date/Time: 2021-08-01 02:13

Violation 1: 26708 CVC tinted windows, Severity: Inf

Notes:

2) Date/Time: 2021-08-20 15:18

Violation 1: 21453(a) CVC Red Light Violation, Severity: Inf

Violation 2: 11350(a) HS Possession of narcotic controlled substance, Severity: Mis

Violation 3: 11364 HS Paraphernalia, Severity: Mis

Violation 4: 1203.2 PC Violation of Probation, Severity: Mis

Notes:

3) Date/Time: 2021-08-20 21:11

Violation 1: 148(a)(1) PC Resist, Delay, Obstruct a Peace Officer, Severity: Mis

Notes: Assisted SSO w/the unit fighting. Subject arrested for PC 148(a)(1)

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

1) Date/Time: 2021-08-22 01:10

DUI Type: Alchohol B.A.C: .13

Notes: While enroute to Robert Frost a vehicle with four young children were swerving all over the road and going 70mph in 35mph zone

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Arcade Creek

Recreation and Park District

Board of Directors

Travis Dworetzky
Amanda Gualderama
Michael Hanson
Chris Juell
Alex Vassar

September 10, 2021

Dear Board of Directors,

I have enjoyed every minute of my first month as your General Manager!

I met with Richard MacFarlane from the Church of Latter-Day Saints about the “Annual Workday” to clean up Hamilton Park on Saturday, October 16, 2021. The priorities set by staff include painting inside restrooms, cleaning up maintenance shop and hauling off any equipment not needed, cutting low hanging branches, and loading and hauling them off, and picnic tables repaired and cleaned up. Richard has volunteers set up and we will also invite neighbors to bring rakes to help clean up the leaves. Richard will provide a free BBQ for all who volunteer. The Board of Directors are invited too!

ACRPD is now a member of (CSDA) California Special Districts Association! I will have great information to pass onto all of you and this will be a tremendous asset to ACRPD.

On my first day of work I asked Anita why we did not have a flag at our building and is that a possibility? On Labor Day Anita sent me pictures of the flag she and friends put up for us. Great job Anita!

That’s all for now and please reach out with any questions or concerns.

Respectfully yours,

Lisa Gonzalez

Lisa Gonzalez
General Manager

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 16, 2021		Item # 5a
Subject: FECRPD Police Contract		
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 type="checkbox"/> Direction <input type="checkbox"/> Action	Report coordinated or prepared by <i>Lisa Gonzalez</i> Lisa Gonzalez, General Manager
Objective To find reliable and affordable Police and security for Arcade Creek Recreation and Park District.		
Background FECRPD contract has been in discussion for a few months. Concerns have been raised about the quality of service and the cost of service. The General Manager was asked to research other options for police services for our 3 parks and security services to lock up gates and restrooms at Hamilton Park and Arcade Creek Park. Three Security companies were researched, and Bravo Security responded with a contract that was not affordable.		
Analysis The cost of Fulton El Camino PD is \$65 per hour, and we currently contract for 7 hours per week. The Off-duty Sheriff's department for the same services offered by FECRPD charge \$85.89 per hour with a Deputy and Patrol car. The Sheriff's Dept. informed me that due to fires and staff shortages staff would not be able to assist ACRPD. Bravo Security charges \$60 per day to lock gates and restrooms only, which is not in our budget or practical.		
Budget/Cost Information The adopted budget includes \$23,725 for Security Services (Line Item 20257100), which would pay for the costs associated with 1 hour of service per day in 2021-22.		
Proposed Action None		
Alternative Actions Continue with month-to-month contract with FECRPD while General Manager researches other options.		
Coordination and Review This is a standard practice of the Board.	Attachment(s)	

Meeting Date September 16, 2021		Item # 5b
Subject: Update on Prop 68 Per Capita Funding		
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 type="checkbox"/> Direction <input type="checkbox"/> Action	Report coordinated or prepared by <i>Lisa Gonzalez</i> Lisa Gonzalez, General Manager
Objective To inform the Board of Directors where ACRPD stands with application for Prop 68 Per Capita grant.		
Background There are over 68 million agencies in California that were given the opportunity to apply for the Prop 68 Per Capita grant hence the name. The dollar amount ACRPD will receive is \$177,952. Due to the fact Arcade Creek Park is in a disadvantaged neighborhood, ACRPD will not need to match the State grant. General Manager has begun the process of filling out the application to receive grant and will complete the application before the deadline of December 31, 2021. Per Resolution 2021-05, dated 7/15/2021, the scope of the project is focused on Arcade Creek Park.		
Analysis General Manager is currently researching Public Restroom Building Inc. to determine a price for a 2-stall handicap accessible restroom. I have personally worked with this company to build 3 outdoor park restrooms over 2 years. They build it in the State of Nevada and ship the building structure to our site already complete. The district provides the concrete slab and water, electricity, and sewage.		
Budget/Cost Information General manager is working on getting a price for the restroom building and pictures for you to preview. The grant will not cover the cost of our restroom project and I have been informed that the Board has discussed using Impact fees to assist with project.		
Proposed Action None		
Alternative Actions None		
Coordination and Review This is a standard practice of the Board.	Attachment(s)	