



**ARCADE CREEK RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING**

AGENDA

Thursday, January 15, 2026 at 6pm

Herzog Community Center – Large Room
4855 Hamilton Street Sacramento, CA 95841

(916) 482-8377 info@arcadecreekrpdc.gov arcadecreekrpdc.gov

Board of Directors

Travis Dworetzky, Chairperson
Trinity Gleckler, Vice Chairperson
Dianna Harris, Treasurer
Scott Miller, Board Director
Ashley Henderson, Board Director

ACRPD Mission Statement

Arcade Creek Recreation and Park District enhances the quality of life for District residents, through the provision of well maintained, safe parks, facilities, natural resources, and by offering meaningful family oriented recreation experiences.

1) CALL TO ORDER/ROLL CALL

2) PLEDGE OF ALLEGIANCE

3) ACRPD MISSION STATEMENT

4) PUBLIC COMMENT (Non-Agenda Items)

Members of the public may address the Board on topics within the District's jurisdiction that are not listed on this agenda. Comments are limited to three (3) minutes. It is a violation of state law for the Board to discuss or take action on non-agenda items. Board members may only briefly ask clarifying questions or refer the matter to staff. Members of the public desiring a response to a specific question are encouraged to contact the General Manager. If members want to express a public comment about an agenda item, please submit a public comment card, and the Chair will call for comments at the appropriate time.

5) CONSENT ITEMS (Motion & Roll Call Vote)

Consent Agenda items are considered administratively routine and will be acted upon in one motion unless separate action on a specific item is necessary. The Chairperson will consider any requests for discussion on the items prior to approval of the Consent Agenda.

- a. Minutes of Regular Meeting of the Board of Directors on 12/18/2025
- b. Finance Report - FY 25-26 Period 6
- c. Minutes of Finance Committee Meeting on 1/12/26

6) GENERAL ADMINISTRATION INFORMATION (Non-Agenda Items & No Action Required)

- a. General Manager Report

7) STANDING COMMITTEES

In compliance with Government Code Section §54954.2(a)(3), Board members shall provide brief reports on meetings attended at the expense of the District at the next Regular Board meeting.

- a. Finance Committee
- b. Policy Committee (No Report)

8) UNFINISHED BUSINESS

9) NEW BUSINESS

- a. APPOINTMENT: Standing Committee and Ad Hoc Committee Members
- b. DISCUSSION: ACRPD Board Retreat
- c. DISCUSSION and POSSIBLE ACTION: 25/26 Salary Scale

10) INFORMATION/CORRESPONDENCE/ANNOUNCEMENTS (No Action Required)

- a. ACRPD Contact Us Submissions & General Information

11) BOARD OF DIRECTORS' COMMENTS (Non-Agenda Items & No Action Required)

General discussion on topics for future meetings or comments on items of interest to the Board

12)ADJOURNMENT *(Motion & Roll Call Vote)*

The next regular Board of Directors meeting will be held Thursday, February 19, 2026 @ 6PM

ADA Compliance Statement

The District will provide reasonable accommodations for persons with disabilities planning to participate in Board Meetings who contact the main District Office at least 48 hours before the meeting at 916-482-8377.

Release of Board Package Documents

Non-confidential Board Package materials will be made available to the public at the same time they are made available to the Board of Directors. Copies of the Board Package are available online at www.arcadecreekrpd.gov and a hard copy is available 72 hours in advance of the board meeting at the District Office during business hours.



**ARCADE CREEK RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES**

Thursday, December 18, 2025 at 6pm

Herzog Community Center

4855 Hamilton Street Sacramento, CA 95841

(916) 482-8377

info@arcadecreekrpdc.gov

arcadecreekrpdc.gov

Board of Directors

Travis Dworetzky, Chair
Dianna Harris, Treasurer
Scott Miller, Board Director
Trinity Gleckler, Board Director
Ashley Henderson, Board Director

ACRPD Mission Statement

Arcade Creek Recreation and Park District enhances the quality of life for District residents, through the provision of well maintained, safe parks, facilities, natural resources, and by offering meaningful family oriented recreation experiences.

1) CALL TO ORDER/ROLL CALL

CALLED TO ORDER AT: 6:01pm by Dworetzky
DIRECTORS PRESENT: Chair Dworetzky Treasurer Harris
 Director Miller Director Gleckler Director Henderson
STAFF PRESENT: Wade, General Manager Petersen, Park & Facilities
 Kessler, Administrative Services Coordinator
Additional Staff: Lawrence Pace and Charli Sung

2) PLEDGE OF ALLEGIANCE

LED BY: Chair Dworetzky Treasurer Harris
 Director Miller Director Gleckler Director Henderson
GUEST: _____

3) ACRPD MISSION STATEMENT

READ BY: Chair Dworetzky Treasurer Harris Director Miller
 Director Gleckler Director Henderson
GUEST: _____

4) PUBLIC COMMENT (Non-Agenda Items)

Members of the public may address the Board on topics within the District's jurisdiction that are not listed on this agenda. Comments are limited to three (3) minutes. It is a violation of state law for the Board to discuss or take action on non-agenda items. Board members may only briefly ask clarifying questions or refer the matter to staff. Members of the public desiring a response to a specific question are encouraged to contact the General Manager. If members want to express a public comment about an agenda item, please submit a public comment card, and the Chair will call for comments at the appropriate time.

GUESTS:

Before the meeting began, attendees were invited to enjoy hot tea, hot cocoa, and cookies, and were encouraged to share any park-related wishes on the designated park list. Members of the public in attendance included Charli Sung, Crystal Harding, and Steven Rohner, along with additional unidentified participants and representatives from Knight Watch Security.

During the meeting, Lawrence Pace requested that staff explore mitigation strategies for managing the squirrel population. Steven Rohner expressed concerns about what he believes was an unjustly issued no-trespass order at Hamilton Street Park. He presented \$10,000 in cash to the board, stating that he would donate the entire amount—and an additional \$10,000—if the board could identify which laws he had violated.

5) CONSENT ITEMS (Motion & Roll Call Vote)

Consent Agenda items are considered administratively routine and will be acted upon in one motion unless separate action on a specific item is necessary. The Chairperson will consider any requests for discussion on the items prior to approval of the Consent Agenda.

- a. Minutes of Regular Meeting of the Board of Directors on 11/20/2025
- b. Finance Report - FY 25-26 Period 5

ACTION: **Approved (As Presented / As Amended)** **Not Approved**
 Continued/Tabled

Motion – “I _____ make a motion to approve consent items”

MOTION: **Chair Dworetzky** **Treasurer Harris**

Director Gleckler **Director Miller** **Director Henderson**

MOTION 2ND: **Chair Dworetzky** **Treasurer Harris**

Director Gleckler **Director Miller** **Director Henderson**

AFTER 2ND THEN DISCUSSION AND PUBLIC COMMENT, IF ANY

None

ROLL CALL VOTE: **Chair Dworetzky** **Treasurer Harris**

Director Gleckler **Director Miller** **Director Henderson**

NOTES: *5 yes, motion carried*

6) GUEST PRESENTATIONS (None)

7) GENERAL ADMINISTRATION INFORMATION (Non-Agenda Items & No Action Required)

- a. General Manager Report

GENERAL MANAGER COMMENTS: *The General Manager provided several project updates as outlined in the GM report. Key highlights included the hiring of Thomas Kessler as the new Administrative Services Coordinator, the resolution of the District’s two outstanding insurance claims, completion of multiple in-house maintenance repairs, ongoing security and vandalism concerns, participation in various management meetings, and progress on the installation of two new park play structures.*

BOARD AND PUBLIC COMMENTS: *None*

8) STANDING COMMITTEES (None)

In compliance with Government Code Section §54954.2(a)(3), Board members shall provide brief reports on meetings attended at the expense of the District at the next Regular Board meeting.

- a. Finance Committee (No Report)
- b. Policy Committee (No Report)

9) UNFINISHED BUSINESS

10) NEW BUSINESS

- a. ACTION: Election of Board Officer Positions

ACTION: Treasurer Harris combined all three nominations into one motion as follows:

Motion – “I nominate Director Travis Dworetzky to serve as Chairperson, Trinity Gleckler to serve as Vice Chairperson, and Dianna Harris to serve as Treasurer of the Board of Directors for a term of one (1) year and until the election of a successor.”

MOTION: Chair Dworetzky Treasurer Harris
 Director Gleckler Director Miller Director Henderson

MOTION 2ND: Chair Dworetzky Treasurer Harris
 Director Gleckler Director Miller Director Henderson

AFTER 2ND THEN DISCUSSION AND PUBLIC COMMENT, IF ANY

Crystal Harding of the North Highlands Recreation & Park District Board shared her support of Dianna Harris in any officer role that she desired and commended her as previous Treasurer of ACRPD.

ROLL CALL VOTE: Chair Dworetzky Treasurer Harris
 Director Gleckler Director Miller Director Henderson

NOTES: 5 yes, motion carried

11) INFORMATION/CORRESPONDENCE/ANNOUNCEMENTS (No Action Required)

- a. ACRPD Contact Us Submissions & General Information

BOARD AND PUBLIC COMMENTS: A brief discussion was held regarding the 2026 California Association of Recreation and Park Districts (CARPD) Conference, including the available scholarship, its benefits, and other related details. Crystal Harding of NHRPD emphasized the importance of attending and encouraged the Board to consider participation.

12) BOARD OF DIRECTORS' COMMENTS (Non-Agenda Items & No Action Required)

General discussion on topics for future meetings or comments on items of interest to the Board

BOARD AND PUBLIC COMMENTS: Board members requested that a discussion regarding the grand opening of the new play structures be added to the next agenda, along with a discussion on the upcoming Board retreat. Treasurer Harris reminded members to submit their shirt and sweatshirt orders to staff. Additionally, Director Henderson asked staff to explore the possibility of adding trees at all parks.

13) ADJOURNMENT (Motion & Roll Call Vote)

ACTION:

Motion – “I _____ make a motion to adjourn the meeting.”

MOTION TO ADJOURN: Chair Dworetzky Treasurer Harris
 Director Gleckler Director Miller Director Henderson

MOTION 2ND: Chair Dworetzky Treasurer Harris
 Director Gleckler Director Miller Director Henderson

AFTER 2ND THEN DISCUSSION AND PUBLIC COMMENT, IF ANY

None

ROLL CALL VOTE: Chair Dworetzky Treasurer Harris Director Gleckler
 Director Miller Director Henderson

ADJOURNED AT: 6:48pm

The next regular Board of Directors meeting will be held Thursday, January 15, 2025 @ 6PM

ADA Compliance Statement

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**ARCADE CREEK RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING**

STAFF REPORT

DATE: 1-12-2025
TO: ACRPD BOARD OF DIRECTORS
FROM: BRANDY WADE, GENERAL MANAGER
SUBJECT: 5) b. - FINANCE REPORT - FY 25-26 PERIOD 6
ITEM TYPE: INFORMATIONAL

BACKGROUND

This report is developed in conjunction with ACRPD staff to provide an update on the District's current financial status.

SUMMARY

Fund	Current Balance
Sacramento Park Foundation 501c3 – ACRPD's Account *	\$1000.19
339 B – Grant Trust	-
088 H – Park Dedication	\$7,509.66
339 C – ADA Funds	\$1,910.59
339 I – Park Impact Fees	\$120,003.13
339 A – General Fund	\$484,279.60
339 D – CIP Development	\$91,812.89

* SPF 501c3 funds are held by the non-profit, not ACRPD

**Budget vs. Actual
December 2025 (50% through fiscal year)**

Area	FY 25/26 Budget	Actual Total YTD	Available	% Consumed
10 – Salaries & Benefits	\$439,270.00	\$214,751.79	\$224,518.21	48.89
20 – Services & Supplies	\$536,363.00	\$239,874.30	\$295,701.83	44.87
30 – Other Charges	\$38,384.00	\$6,205.68	\$32,178.32	16.17
42 – Buildings	\$210,000.00	\$0.00	\$210,000.00	0.00
79 – Contingencies	\$75,000.00	\$0.00	\$75,000.00	0.00
Total	\$1,299,017.00	\$460,831.77	\$837,398.36	35.54

ATTACHMENTS

- XERO Income Statement – Profit/Loss periods 2 through 6
- Sacramento County Compass Period 6 Reports: 339A, 339B, 339C, 339D, 339I, 088H Budget/Actuals

Income Statement (Profit and Loss)

Arcade Creek Recreation and Park District
For the month ended August 31, 2025

AUG 2025

Gross Profit

-

Operating Expenses

APPLICATION SOFTWARE MAINT LICENSE	120.98
BUILDING MAINTENANCE SERVICE	144.00
BUSINESS/CONFERENCE EXPENSE	592.41
CELL PHONES	77.84
CUSTODIAL SUPPLIES	409.95
EDUCATION & TRAINING SUPPLIES	136.05
ELECTRICITY	1,732.67
FUEL & LUBRICANTS	500.96
GENERAL SERVICES ALARM SERVICES	1,290.00
GS TELEPHONE SERVICES	533.64
LAND IMPROVEMENT MAINTENANCE SER	9,915.00
LAND IMPROVEMENT MAINTENANCE SUP	2,599.39
MEDICAL SUPPLIES	115.25
MISCELLANEOUS	65.51
NATURAL GAS/LPG/FUEL OIL	15.63
OASDHI - EMPLOYER COST	1,700.92
OFFICE SUPPLIES	664.60
OVER-TIME WAGES (if needed)	41.86
REFUSE DISPOSAL	189.90
RETIREMENT - EMPLOYER COST	1,580.14
SALARIES & WAGES - COMMISSION & CO	500.00
SALARIES & WAGES - REGULAR EMPLOYEES	21,395.84
SECURITY SERVICES	8,415.00
SEWAGE DISP SVC	332.73
SUI INS - EMPLOYER COST	15.77
WORKPLACE AMENITIES	55.00
Total Operating Expenses	53,141.04

Operating Income

(53,141.04)

Net Income

(53,141.04)

Income Statement (Profit and Loss)

Arcade Creek Recreation and Park District
For the month ended September 30, 2025

SEP 2025

Gross Profit

-

Operating Expenses

AGRICULTURE/HORTICULTURE SERVICE	1,650.00
APPLICATION SOFTWARE MAINT LICENSE	165.00
BUILDING MAINTENANCE SERVICE	140.00
BUSINESS/CONFERENCE EXPENSE	33.79
CELL PHONES	82.10
COST REDUCTION FACTOR (UAL FUND)	931.75
CUSTODIAL SUPPLIES	119.09
DATA PROCESSING SERVICES	359.87
ELECTRICITY	1,862.93
FUEL & LUBRICANTS	81.22
GROUP INS - EMPLOYER COST	4,860.86
HEALTH CARE - RETIREES	189.60
LAND IMPROVEMENT MAINTENANCE SER	1,350.00
LAND IMPROVEMENT MAINTENANCE SUP	945.80
MILEAGE	290.43
OASDHI - EMPLOYER COST	1,443.44
OFFICE SUPPLIES	1,339.22
OVER-TIME WAGES (if needed)	40.44
REFUSE DISPOSAL	189.90
SALARIES & WAGES - COMMISSION & CO	4,406.00
SALARIES & WAGES - REGULAR EMPLOYEES	18,327.95
SECURITY SERVICES	4,140.00
SUI INS - EMPLOYER COST	6.52
WATER	7,767.12
WORKPLACE AMENITIES	58.21
Total Operating Expenses	50,781.24

Operating Income

(50,781.24)

Net Income

(50,781.24)

Income Statement (Profit and Loss)

Arcade Creek Recreation and Park District
For the month ended October 31, 2025

OCT 2025

Gross Profit

-

Operating Expenses

AGRICULTURE/HORTICULTURE SERVICE	2,970.00
APPLICATION SOFTWARE MAINT LICENSE	165.00
COST REDUCTION FACTOR (UAL FUND)	1,863.50
GENERAL SERVICES ALARM SERVICES	270.00
GROUP INS - EMPLOYER COST	4,455.98
GS TELEPHONE SERVICES	102.88
HEALTH CARE - RETIREES	189.60
LAND IMPROVEMENT MAINTENANCE SUP	267.89
LEGAL SERVICES	3,202.50
MEDICAL SUPPLIES	819.90
NATURAL GAS/LPG/FUEL OIL	16.67
OASDHI - EMPLOYER COST	1,366.67
REFUSE DISPOSAL	229.90
RETIREMENT - EMPLOYER COST	4,702.22
SALARIES & WAGES - COMMISSION & CO	500.00
SALARIES & WAGES - REGULAR EMPLOYEES	17,365.02
SERVICE FEES (Bank Loan Item)	1,070.00
SEWAGE DISP SVC	337.03
SUI INS - EMPLOYER COST	5.89
WATER	8,487.52
Total Operating Expenses	48,388.17

Operating Income

(48,388.17)

Net Income

(48,388.17)

Income Statement (Profit and Loss)

Arcade Creek Recreation and Park District
For the month ended November 30, 2025

NOV 2025

Gross Profit

-

Operating Expenses

AGRICULTURE/HORTICULTURE SERVICE	3,300.00
BUSINESS/CONFERENCE EXPENSE	160.57
COST REDUCTION FACTOR (UAL FUND)	931.75
ELECTRICITY	3,136.80
FUEL & LUBRICANTS	464.74
GENERAL SERVICES ALARM SERVICES	1,290.00
GROUP INS - EMPLOYER COST	5,634.79
GS TELEPHONE SERVICES	234.76
HEALTH CARE - RETIREES	379.20
KEYS	120.00
LAND IMPROVEMENT MAINTENANCE SER	1,350.00
LAND IMPROVEMENT MAINTENANCE SUP	1,715.01
LEGAL SERVICES	1,805.00
MEDICAL SUPPLIES	226.80
OASDHI - EMPLOYER COST	1,505.20
OFFICE SUPPLIES	878.16
OVER-TIME WAGES (if needed)	404.40
REFUSE DISPOSAL	189.90
SALARIES & WAGES - COMMISSION & CO	500.00
SALARIES & WAGES - REGULAR EMPLOYEES	18,771.24
SUI INS - EMPLOYER COST	28.51
Total Operating Expenses	43,026.83

Operating Income

(43,026.83)

Net Income

(43,026.83)

Income Statement (Profit and Loss)

Arcade Creek Recreation and Park District
For the month ended December 31, 2025

DEC 2025

Gross Profit

-

Operating Expenses

ADVERTISING/LEGAL NOTICES	1,001.47
AGRICULTURE/HORTICULTURE SERVICE	6,540.00
APPLICATION SOFTWARE MAINT LICENSE	237.97
AUTOMOTIVE MAINTENANCE SERVICE	464.60
AUTOMOTIVE MAINTENANCE SUPPLIES	147.30
BUILDING MAINTENANCE SERVICE	365.00
BUILDING MAINTENANCE SUPPLIES	582.69
BUSINESS/CONFERENCE EXPENSE	(730.00)
CELL PHONES	323.99
CUSTODIAL SUPPLIES	1,358.64
DATA PROCESSING SERVICES	2,648.00
ELECTRICITY	861.57
FUEL & LUBRICANTS	1,025.80
GENERAL SERVICES ALARM SERVICES	175.00
GROUP INS - EMPLOYER COST	5,190.46
GS TELEPHONE SERVICES	561.12
HARDWARE (Computer Items)	726.24
INSURANCE - LIABILITY	44,596.50
KEYS	252.54
LABORATORY (Medical/Service Drug Testing)	60.00
LAND IMPROVEMENT MAINTENANCE SUP	106.30
LEGAL SERVICES	1,950.00
MECHANICAL SYSTEMS MAINTENANCE S (215100)	300.00
MEDICAL SUPPLIES	588.78
MEMBERSHIP DUES	3,755.00
NATURAL GAS/LPG/FUEL OIL	584.24
OASDHI - EMPLOYER COST	827.53
OFFICE SUPPLIES	99.41
OTHER OPERATING EXPENSE-SERVICE (Yrly Fire Extinguisher Inspection)	356.87
OTHER OPERATING EXPENSE-SUPPLIES (Pet Waste)	110.04
OTHER PROFESSIONAL SERVICES	4,179.17
OVER-TIME WAGES (if needed)	20.22
PLUMBING MAINTENANCE SUPPLIES	559.15
PRINTING SERVICES	555.82
REFUSE DISPOSAL	189.90

DEC 2025

RETIREMENT - EMPLOYER COST	8,718.85
SALARIES & WAGES - COMMISSION & CO	500.00
SALARIES & WAGES - REGULAR EMPLOYEES	10,297.55
SECURITY SERVICES	11,448.00
SERVICE FEES (Bank Loan Item)	3.84
SEWAGE DISP SVC	614.43
STAMPS	77.75
SUI INS - EMPLOYER COST	24.27
WATER	5,275.15
WORKERS COMP INS - EMPLOYER COST	3,906.00
WORKPLACE AMENITIES	146.77
Total Operating Expenses	121,583.93
Operating Income	(121,583.93)
Net Income	(121,583.93)

Client: 020
 Report: ZFP4816A

Business Area: 088H ARCADE CREEK PK DED
 Period: 6 (December) Fiscal Year: 2026

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 Report: 1/ 1

Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
101000 CASH IN TREASURY-DP	203,647.00			203,647.00
101500 PAID WTS RECON (INT)	80.00-			80.00-
102000 CASH IN TREAS-JOURNAL VOUCHERS	21,276.95			21,276.95
109000 CASH IN TREAS-SPL	217,334.29-			217,334.29-
Cash in Treasury	7,509.66			7,509.66
1300000 ACCRUED INTEREST RECEIVABLE				
Accrued Interest Receivable				
1880000 DUE FROM OTHER FUNDS - YEAR END				
Due from Other Funds Year End				
Total Assets	7,509.66			7,509.66
5280000 DUE TO OTHER FUNDS - YEAR END				
Due to Others				
5500000 DEPOSITS FROM OTHERS	7,509.66-			7,509.66-
Deposits from Others	7,509.66-			7,509.66-
Total Liabilities	7,509.66-			7,509.66-
Total Liabilities & Equity + Other Accts	7,509.66-			7,509.66-

Client: 020
 Report: ZFP4816A

Business Area: 339C ARCADE CREEK ADA FD
 Period: 6 (December) Fiscal Year: 2026

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Balance Sheet Item	Begining Balance	Period Debits	Period Credits	Ending Balance
101000 CASH IN TREASURY-DP	4,116.00			4,116.00
101500 PAID WTS RECON (INT)	126.76-			126.76-
102000 CASH IN TREAS-JOURNAL VOUCHERS	370.00			370.00
109000 CASH IN TREAS-SPL	2,448.65-			2,448.65-
Cash in Treasury	1,910.59			1,910.59
1300000 ACCRUED INTEREST RECEIVABLE				
Accrued Interest Receivable				
Total Assets	1,910.59			1,910.59
5420516 INSURANCE	65.00			65.00
PAYROLL_TAXES_N_BENEFITS	65.00			65.00
Total Liabilities	65.00			65.00
7400000 FUND BALANCE UNRESERVED/UNDESIGNATED	1,975.59-			1,975.59-
Fund Balance	1,975.59-			1,975.59-
Total Equity and Other Accounts	1,975.59-			1,975.59-
Total Liabilities & Equity + Other Accts	1,910.59-			1,910.59-

Client: 020
 Report: ZFP4816A

Business Area: 339I ARCADE CREEK PK FEES
 Period: 6 (December) Fiscal Year: 2026

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 Report: 1/ 1

Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
101000 CASH IN TREASURY-DP	1,105,593.27			1,105,593.27
101500 PAID WTS RECON (INT)	2,519.71-			2,519.71-
102000 CASH IN TREAS-JOURNAL VOUCHERS	100,267.54			100,267.54
109000 CASH IN TREAS-SPL	1,069,759.37-			1,069,759.37-
Cash in Treasury	133,581.73		13,578.60-	1,083,337.97-
1300000 ACCRUED INTEREST RECEIVABLE			13,578.60-	120,003.13
Accrued Interest Receivable				
Total Assets	133,581.73		13,578.60-	120,003.13
5500000 DEPOSITS FROM OTHERS	133,581.73-	13,578.60		120,003.13-
Deposits from Others	133,581.73-	13,578.60		120,003.13-
Total Liabilities	133,581.73-	13,578.60		120,003.13-
Total Liabilities & Equity + Other Accts	133,581.73-	13,578.60		120,003.13-

Client: 020
 Report: ZFP4816A

Business Area: 339A ARCADE CREEK REC AND
 Period: 6 (December) Fiscal Year: 2026

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Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	619,635.80			
Imprest Cash	1,000.00		135,356.20-	484,279.60
Cash with Fiscal Age				1,000.00
Accrued Interest Receivable				
HR PREPAYMENTS	1,407.08			1,407.08
Due from Other Funds	130,000.94			130,000.94
Due from Other Funds Year End				
Amount to be Provided				
Total Assets	752,043.82		135,356.20-	616,687.62
Warrants Payable	12,711.66-	93,342.66	93,664.72-	13,033.72-
Claims Payable		137,678.96	141,964.02-	4,285.06-
Due to Others				
PAYROLL TAXES_N_BENEFITS	50,321.50-	50,156.02	53,434.07-	53,599.55-
Deposits from Others				
Payroll Clearing		34,698.79	34,698.79-	
Other Long Term Liabilities				
Borrowing Limit	681,982.52			681,982.52
Borrowing Limit Offset	681,982.52-			681,982.52-
Total Liabilities	63,033.16-	315,876.43	323,761.60-	70,918.33-
Reserve Fund Balance	22,000.00-			22,000.00-
Fund Balance	600,094.75-			600,094.75-
Revenues and Other Financing Sources	99,506.31-			99,506.31-
Expenditures/Expenses	317,590.40	144,135.25	893.88-	460,831.77
Estimated Revenue	1,014,017.00			1,014,017.00
Appropriations	1,299,017.00-			1,299,017.00-
Start of System Clearing				
Total Equity and Other Accounts	689,010.66-	144,135.25	893.88-	545,769.29-
Total Liabilities & Equity + Other Accts	752,043.82-	460,011.68	324,655.48-	616,687.62-

Client: 020
Report: ZFP4816A

Business Area: 339D DISTRRICT PROJECTS
Period: 6 (December) Fiscal Year: 2026

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Report: 1 / 1

Balance Sheet Item	Begining Balance	Period Debits	Period Credits	Ending Balance
101000 CASH IN TREASURY-DP	736,763.44			736,763.44
101100 CASH IN TREASURY - ACH	226,878.96-			226,878.96-
101500 PAID WTS RECON (INT)	1,525,985.14-			1,525,985.14-
102000 CASH IN TREAS-JOURNAL VOUCHERS	22,338.00			22,338.00
109000 CASH IN TREAS-SPL	1,085,575.55			1,085,575.55
Cash in Treasury	91,812.89			91,812.89
1300000 ACCRUED INTEREST RECEIVABLE				
Accrued Interest Receivable				
Total Assets	91,812.89			91,812.89
5250000 DUE TO OTHER FUNDS	130,000.94-			130,000.94-
Due to Others	130,000.94-			130,000.94-
5506614 INVESTMENT ERNS	143.00			143.00
Deposits from Others	143.00			143.00
Total Liabilities	129,857.94-			129,857.94-
7400000 FUND BALANCE UNRESER	61,947.95-			61,947.95-
Fund Balance	61,947.95-			61,947.95-
94941000 INTEREST INCOME	7.00-			7.00-
Revenues and Other Financing Sources	7.00-			7.00-
8030000 ESTIMATED REVENUES A	100,000.00			100,000.00
Estimated Revenue	100,000.00			100,000.00
8035000 APPROPRIATIONS AND E				
Appropriations				
Total Equity and Other Accounts	38,045.05			38,045.05
Total Liabilities & Equity + Other Accts	91,812.89-			91,812.89-



**ARCADE CREEK RECREATION & PARK DISTRICT
FINANCE COMMITTEE MEETING
MINUTES**

Monday, January 12, 2026 at 9:30am

ACRPD Herzog Community Center Large Room
4855 Hamilton Street, Sacramento, CA 95841

(916) 482-8377 info@arcadecreekcpd.gov arcadecreekcpd.gov

Board of Directors

Travis Dworetzky, Chairperson
Trinity Gleckler, Vice Chairperson
Dianna Harris, Treasurer
Scott Miller, Board Director
Ashley Henderson, Board Director

ACRPD Mission Statement

Arcade Creek Recreation and Park District enhances the quality of life for District residents, through the provision of well maintained, safe parks, facilities, natural resources, and by offering meaningful family oriented recreation experiences.

1. CALL TO ORDER

CALLED TO ORDER AT: 9:43am **by** Treasurer Harris
DIRECTORS PRESENT: Chair Dworetzky Treasurer Harris
 Director Miller Vice Chairperson Gleckler Director Henderson
STAFF PRESENT: Wade, General Manager Petersen, Park & Facilities
 Kessler, Administrative Services Coordinator
Additional Staff:

2. PUBLIC COMMENT (Agenda Items Only)

Members of the public may address the Board on topics within the District's jurisdiction that are not listed on this agenda. Comments are limited to three (3) minutes. It is a violation of state law for the Board to discuss or take action on non-agenda items. Board members may only briefly ask clarifying questions or refer the matter to staff. Members of the public desiring a response to a specific question are encouraged to contact the General Manager. If members want to express a public comment about an agenda item, please submit a public comment card and the Chair will call for comments at the appropriate time. Any person may address the committee; however, any matter that requires action will be referred to staff and/or committee/Board of Directors for a report and action at a subsequent meeting.

GUESTS: None

3. UNFINISHED BUSINESS

4. NEW BUSINESS

a. Review ACRPD's 2025-26 Fiscal Budget and Salary Scale

COMMENTS: ACRPD staff, along with Vice Chairperson Gleckler and Treasurer Harris, met to review the District's current FY 25/26 financial standing. The committee examined budget overages and underages across object lines, provided recommendations, and submitted requests for consideration.

5. BOARD OF DIRECTORS AND STAFF'S COMMENTS

General discussion on topics for future meetings or comments on items of interest to the Board

COMMENTS: None

6. ITEMS FOR NEXT MEETING

COMMENTS: ACRPD staff directed to calculate Knight Watch Security's invoicing totals for the remainder of the fiscal year and revise amounts on near-expended object lines and compile a reallocation list as needed. Requested two ad-hoc committees be added to the next Board Meeting; HSP Dog Park and new playground grand opening events.

7. ADJOURNMENT

ACTION:

Motion – “I _____ make a motion to adjourn the meeting.”

MOTION TO ADJOURN: Chair Dworetzky Treasurer Harris

Vice Chairperson Gleckler Director Miller Director Henderson

MOTION 2ND: Chair Dworetzky Treasurer Harris

Vice Chairperson Gleckler Director Miller Director Henderson

AFTER 2ND THEN DISCUSSION AND PUBLIC COMMENT, IF ANY

None

ROLL CALL VOTE: Chair Dworetzky Treasurer Harris Director Gleckler

Director Miller Director Henderson

ADJOURNED AT: 12:22pm

ADA Compliance Statement

The District will provide reasonable accommodations for persons with disabilities planning to participate in Board Meetings who contact the main District Office at least 48 hours before the meeting at 916-482-8377.

Release of Board Package Documents

Non-confidential Board Package materials will be made available to the public at the same time they are made available to the Board of Directors. Copies of the Board Package are available online at www.arcadecreekrpd.gov and a hard copy is available 72 hours in advance of the board meeting at the District Office during business hours.



**ARCADE CREEK RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING**

STAFF REPORT

DATE: 1-12-2026
TO: ACRPD BOARD OF DIRECTORS
FROM: BRANDY WADE, GENERAL MANAGER
SUBJECT: 6) a. – GENERAL MANAGER STAFF REPORT
ITEM TYPE: INFORMATIONAL

SUMMARY

- **Administrative**
 - Staff attended the CPRS Administrative Section meeting, which included representatives from eleven cities and special districts. Topics discussed covered budget constraints, security issues, public requests, removal of tire rubber bark in playgrounds, special events, and rental and recreation registration software.
 - A team-building end-of-year celebration lunch was held, where staff reflected on accomplishments and set goals for the upcoming year.
 - Staff met with SMUD and the Community Access Division to explore potential joint efforts and grant-funded opportunities.
 - New playground equipment for both Oakdale Park and Arcade Creek Park was received.
 - Two insurance claims—merry-go-round damage and water heater damage—were finalized with CAPRI and George Hills. Checks totaling \$31,187.72 have been received and will be mailed in the coming weeks.
 - Staff met with the Sacramento Sheriff’s Department for ACRPD’s annual update of the Letter of Agency, authorizing the issuance of no-trespass orders.
- **Parks and Facilities**
 - **Hamilton Street Park (HSP – 4855 Hamilton Street)**
 - GameTime has confirmed receipt of the ADA swing set repair equipment, with installation scheduled to begin the week of January 12, 2025.
 - Maintenance staff have completed the office deck rebuild and are in the final stages of installing handrails. During the project, staff also addressed several gutter repairs and identified additional roofing needs.
 - Maintenance staff are working with HVAC specialists to resolve heating and filter maintenance issues at both the office and rental locations.
 - CrimeAlert Security performed additional wiring repairs at the rental buildings to prevent delays and mitigate camera outages
 - **Arcade Creek Park (ACP – 5613 Omni Drive)**
 - Several pieces of equipment were stolen from Emerald Green Landscaping’s work truck while performing scheduled maintenance at Arcade Creek Park.
 - ACRPD’s drop toilet facility was broken into. Maintenance staff have secured the door and are researching alternative locking mechanisms to

prevent future incidents.

- **Oakdale Park (OP – 3708 Myrtle Avenue)**

- Zoom Recreation’s installation team has begun work on the new playground structure, with completion scheduled for this week. Staff confirmed that Oakdale Park has sufficient tire rubber bark, so no additional material will be needed.
- Staff are researching updated signage for Oakdale Park, including a new welcome sign, as the current sign is located on the Myrtle Street side.
- Maintenance staff successfully repaired the water fountain, saving the District several thousand dollars in potential replacement costs.
- The playground construction site was broken into; fortunately, nothing was stolen or vandalized other than the chain and lock.

REQUESTS/PROPOSALS

- Policy Committee Meeting: Review suggested changes to Board Policies
- Board Retreat Date

PHOTOS



End of year staff lunch & team building.



Office emergency exit deck work.



Oakdale Park Playground Progress



**ARCADE CREEK RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING**

STAFF REPORT

DATE: 1-12-2026
TO: ACRPD BOARD OF DIRECTORS
FROM: BRANDY WADE, GENERAL MANAGER
SUBJECT: 7) a. – FINANCE COMMITTEE REPORT
ITEM TYPE: INFORMATION

SUMMARY

ACRPD staff, along with Vice Chairperson Gleckler and Treasurer Harris, met to review the District's current FY 25/26 financial standing. The committee examined budget overages and underages across object lines, provided recommendations, and submitted requests for consideration.

ACRPD has currently expended 35.54% of its projected FY 25/26 fiscal budget.

- Salaries & Employees: 48.89%
- Services & Supplies: 44.87%
- Other Charges: 16.17%
- Buildings: 0%
- Contingencies: 0%

Finance Committee Requests:

- Calculate Knight Watch Security's invoicing totals for the remainder of the fiscal year.
- Revise amounts on near-expended object lines and compile a reallocation list as needed.
- Add an ad-hoc committee for:
 - HSP dog park amenity
 - Grand opening of Arcade Creek Park and Oakdale Park playgrounds (Discuss costs for grand openings and a thank-you bench or plaque.)
- Present staff's proposed salary scale adjustments for 2026 for Board discussion and possible approval.

The next ACRPD Finance Committee meeting is scheduled for 3/9/26 at 9:30am



**ARCADE CREEK RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING**

STAFF REPORT

DATE: 1-12-2026
TO: ACRPD BOARD OF DIRECTORS
FROM: BRANDY WADE, GENERAL MANAGER
SUBJECT: 9) a. – APPOINTMENT: STANDING COMMITTEE AND AD HOC COMMITTEE MEMBERS
ITEM TYPE: ACTION

BACKGROUND

The Board Chair shall appoint Standing and Ad Hoc Committees as deemed necessary or advisable by himself/herself and the Board. Committee members, while nominated by the Chair, shall be approved by the Board’s majority vote. The duties of the Ad Hoc Committees shall be outlined at the time of the appointment, and the Ad Hoc Committee shall be considered dissolved when its final report has been made.

SUMMARY

All business requiring further study shall be referred to the proper committee for report and recommendations to the entire Board for action. Action recommended by a committee shall not be considered binding or represent the entire Board of Directors’ position on the matter in question. All committee meetings shall provide a report to the Board of Directors for full Board review. A Standing Committee is a permanent, ongoing subcommittee established to address specific issues regularly, while an Ad Hoc Committee is a temporary, special-purpose committee established to handle specific tasks. All meetings of Standing Committees shall conform to Government Code 54950 (the Ralph M. Brown Act) and other applicable open meeting laws and will have a posted agenda inviting public attendance and participation. Per Government Code 54952 (b), Ad Hoc Committees are exempt from the Ralph M. Brown Act.

Committee appointments typically last for a term of one (1) year, or until revised through a majority vote of the Board.

- Finance Committee – Two members of the Board of Directors are appointed to this Standing Committee to review fiscal operating budgets, revenue and expenditures, assessment of District funding, audits, and revenue ballot measures.
- Policy Committee – Two members of the Board of Directors are appointed to this Standing

Committee to review and make recommendations regarding District policies.

ACTION REQUESTED

Finance & Policy

Chairperson:

“I nominate Directors _____ and _____ for the Finance Standing Committee for the 2026 term.”

“I nominate Directors _____ and _____ for the Policy Standing Committee for the 2026 term.”

HSP Dog Park

Chairperson:

“I nominate Directors _____ and _____ for the Ad Hoc Committee of HSP Dog Park amenity for the 25/26 fiscal year. The purpose of this temporary committee is to research the development and implementation of a dog park amenity at HSP.”

Grand Opening of OAK and ACP Play Structures Event

Chairperson:

“I nominate Directors _____ and _____ for the Ad Hoc Committee of Oakdale and Arcade Creek Park Grand Opening Events for the 25/26 fiscal year. The purpose of this temporary committee is to research the development and implementation of the grand opening events at both Oakdale Park and Arcade Creek Park.”



**ARCADE CREEK RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING**

STAFF REPORT

DATE: 1-12-2026
TO: ACRPD BOARD OF DIRECTORS
FROM: BRANDY WADE, GENERAL MANAGER
SUBJECT: 9) b. – DISCUSSION: ACRPD BOARD RETREAT
ITEM TYPE: INFORMATIONAL/DISCUSSION

BACKGROUND

The Board has expressed interest in scheduling a retreat to strengthen team dynamics and address upcoming training requirements. A retreat provides an opportunity for focused discussion outside of regular meeting constraints, allowing the Board and staff to collaborate in a more informal setting and reinforce organizational alignment.

Additionally, a review of the Brown Act is recommended to ensure compliance with California’s open meeting laws. This review will help reinforce best practices for transparency, public participation, and legal requirements governing Board actions.

Staff Recommendation

- Approve scheduling a Board Retreat in the upcoming quarter.
- Direct staff to coordinate a Brown Act training session and related topics, which may be conducted by legal counsel or a qualified trainer during the retreat or as a separate workshop.

FINANCIAL IMPACT

Minimal costs are anticipated for venue, materials, and facilitator fees. These expenses can be accommodated within the current fiscal year budget.



ARCADE CREEK RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING

STAFF REPORT

DATE: 1-12-2026
TO: ACRPD BOARD OF DIRECTORS
FROM: BRANDY WADE, GENERAL MANAGER
SUBJECT: 9) c. – DISCUSSION AND POSSIBLE ACTION: 25/26 SALARY SCALE
ITEM TYPE: DISCUSSION AND POSSIBLE ACTION

BACKGROUND

Staff reviewed the *Compensation and Benefits Survey Report* prepared by Creative Management Solutions in 2024 and sponsored by Arden Park Recreation and Park District (APRPD). This independent study analyzed benchmark positions across 18 special districts in Northern California, focusing on total compensation practices for similar parks, recreation, and community services agencies.

Although the report is based on financial data collected in early 2024, it clearly demonstrates that ACRPD salaries remain well below industry standards. Staff conducted a detailed comparison of salaries, position titles, organizational structures, and benefits with agencies such as North Highlands, Carmichael, Arden Park, Rio Linda, and Arden Manor. The attached proposed salary scale is designed to align ACRPD with comparable agencies in both job titles and compensation, while also providing current staff with opportunities for long-term growth.

FINANCIAL IMPACT

ACRPD has currently expended 49% of its budgeted salaries and is projected to remain within budget. Implementing the proposed salary scale would increase salary expenses by slightly less than \$10,000. While this exceeds the current budget allocation, savings from in-house repairs and other efficiencies allow for reallocation, as overall expenditures for the FY 25/26 budget are at 36%.

ACTION REQUESTED

Based on the findings of an independent, third-party study and considering the 2026 California wage increase, staff recommend that the ACRPD Board of Directors adopt the attached 2025/26 proposed salary scale to bring compensation in line with industry standards.

Arcade Creek Recreation and Park District

4855 Hamilton Street Sacramento, CA 95841

1/10/2026 Draft

2026 Salary Scale

Position	Exempt	Base	Vs. Min Wage	%	FTE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
General Manager / District Administrator	Yes	Monthly	280%	1.0	2080	\$ 8,202.13	\$ 8,612.24	\$ 9,042.85	\$ 9,494.99	\$ 9,969.74	\$ 10,468.23
			\$ 47.32			\$98,425.60	\$103,346.88	\$108,514.22	\$113,939.94	\$119,636.93	\$125,618.78
Administrative Services Supervisor	No	Hourly	200%	1.0	2080	\$ 33.80	\$ 35.49	\$ 37.26	\$ 39.13	\$ 41.08	\$ 43.14
<i>(Vacant)</i>			\$ 33.80			\$70,304.00	\$73,819.20	\$77,510.16	\$81,385.67	\$85,454.95	\$89,727.70
Administrative Services Coordinator	No	Hourly	165%	1.0	2080	\$ 27.89	\$ 29.28	\$ 30.74	\$ 32.28	\$ 33.89	\$ 35.59
			\$ 27.89			\$58,000.80	\$60,900.84	\$63,945.88	\$67,143.18	\$70,500.33	\$74,025.35
Parks & Facilities Supervisor	No	Hourly	200%	1.0	2080	\$ 33.80	\$ 35.49	\$ 37.26	\$ 39.13	\$ 41.08	\$ 43.14
<i>(Vacant)</i>			\$ 33.80			\$70,304.00	\$73,819.20	\$77,510.16	\$81,385.67	\$85,454.95	\$89,727.70
Parks & Facilities Coordinator	No	Hourly	165%	1.0	2080	\$ 27.89	\$ 29.28	\$ 30.74	\$ 32.28	\$ 33.89	\$ 35.59
			\$ 27.89			\$58,000.80	\$60,900.84	\$63,945.88	\$67,143.18	\$70,500.33	\$74,025.35
Parks & Facilities Worker	No	Hourly	125%	1.0	2080	\$ 21.13	\$ 22.18	\$ 23.29	\$ 24.45	\$ 25.68	\$ 26.96
			\$ 21.13			\$43,940.00	\$46,137.00	\$48,443.85	\$50,866.04	\$53,409.34	\$56,079.81
Facilities Maintenance Technician	No	Hourly	200%	0.46	960	\$ 33.80	\$ 35.49	\$ 37.26	\$ 39.13	\$ 41.08	\$ 43.14
			\$ 33.80			\$32,448.00	\$34,070.40	\$35,773.92	\$37,562.62	\$39,440.75	\$41,412.78
Account Clerk	No	Hourly	120%	0.46	960	\$ 20.28	\$35.49	\$37.26	\$39.13	\$41.08	\$43.14
<i>(Vacant)</i>			\$ 20.28			\$19,468.80	\$34,070.40	\$35,773.92	\$37,562.62	\$39,440.75	\$41,412.78
Parks & Facilities / Recreation Leader	No	Hourly	105%	0.46	960	\$ 17.75	\$ 18.63	\$ 19.56	\$ 20.54	\$ 21.57	\$ 22.65
			\$ 17.75			\$17,035.20	\$17,886.96	\$18,781.31	\$19,720.37	\$20,706.39	\$21,741.71
Seasonal / Hourly / Intern	No	Hourly		0.46	960	\$ 16.90	\$17.75	\$18.63	\$19.56	\$20.54	\$21.57
<i>District Intern (Vacant)</i>						\$16,224.00	\$17,035.20	\$17,886.96	\$18,781.31	\$19,720.37	\$20,706.39
<i>Parks and Facilities Aide (Vacant)</i>											
<i>Recreation Aide (Vacant)</i>											

5% step increases no COLA

Revision date: 1/10/2026

Presented to the Board: 1/15/2026



**ARCADE CREEK RECREATION & PARK DISTRICT
BOARD OF DIRECTORS MEETING**

STAFF REPORT

DATE: 1-12-2026
TO: ACRPD BOARD OF DIRECTORS
FROM: BRANDY WADE, GENERAL MANAGER
SUBJECT: 10) a. – ACRPD CONTACT US SUBMISSIONS & GENERAL INFORMATION
ITEM TYPE: INFORMATIONAL

BACKGROUND

ACRPD offers an easy-to-use online communication system accessible through our official website. Park patrons can connect directly with staff by scanning the QR code displayed on all ACRPD public signage. This system provides a convenient way for community members to share their needs, concerns, suggestions, compliments, or general information with both our staff and Board of Directors.

- No Submissions received other than rental inquiries.
- Other relevant correspondence and information received is attached.



Voter Registration & Elections

Hang Nguyen
Director

County of Sacramento

Divisions

Administrative Services
Campaign Services
Precinct Operations
Registration & Outreach
Vote by Mail
Voting Systems & Technology

December 29, 2025

Dear Elected Official:

This letter is to notify you of a change in California law that affects elected officials.

Effective January 1, 2026, Assembly Bill 1392 adds Section 2166.9 to the California Elections Code. This law applies to federal, state, and local elected officials.

What this law does

Under this new law, the residence address, telephone number, and email address listed on your voter registration will be kept confidential.

What “confidential voter” status means for you

If you choose confidential voter status:

- You must vote by mail and will not be able to vote in-person at a Vote Center unless you vote a Conditional Voter Registration ballot.
- Your voter information will not appear on voter files or data lists.
- Your information may still be accessed for limited journalistic or governmental purposes through a formal request process.
- Your confidential status will automatically end when you leave office.
- If you update your voter registration, including changes made at the DMV, you must notify the Voter Registration and Elections office immediately to ensure your confidential status remains protected.
- You will still be required to use your address on other election documents such as campaign finance and other FPPC forms.

Action required

To opt in or opt out of confidential voter status, you must complete and return the attached form indicating your preference. Please email the completed form to voters-campaignservices@saccounty.gov.

If you have questions, please contact our office at (916) 875-6276 or by email at voters-campaignservices@saccounty.gov.

Sincerely,

Voter Registration and Elections Office

7000 65th Street, Suite A, Sacramento, CA 95823-2537
(800) 762-8019 | TTY: 711 | voterinfo@saccounty.gov
elections.saccounty.gov



COUNTY OF SACRAMENTO
Voter Registration and Elections
Confidential Status Acknowledgement Form
Current Elected Officials

Assembly Bill (AB) 1392 (Chapter 300, Statutes of 2025) was signed into law and takes effect on January 1, 2026. This bill adds Elections Code Section 2166.9, which makes the residential address, telephone number, and email address listed on an affidavit of voter registration confidential for any elected official or candidate for public office.

Officeholder Information

Full Name: _____

Residential Address: _____

Email Address: _____

Phone Number: _____

District Name including Area / Number: _____

Acknowledgement of Confidentiality – Select one

Opt-In (Confidential) - I request that my residential address, telephone number, and email address be designated as confidential under California Elections Code Section 2166.9.

Address where ballot is to be mailed: (if different from residential address)

Opt-Out (Public Disclosure) – I am requesting to opt out of the confidentiality requirements under Elections Code Section 2166.9.

You may update your selection at any time by submitting a new form via email to the county elections office at voters-campaignservices@sacounty.gov. Changes will be processed within five (5) business days.

Confidential voters are required to vote using their Vote by Mail ballot and will no longer be able to vote in person at a Vote Center for any future elections, unless you vote a Conditional Voter Registration ballot.

You will still be required to use your address on other election documents such as campaign finance and other FPPC forms.

The Confidential Voter status shall remain confidential until the official no longer holds the office.

Confidential information will not appear on voter file/data lists however it may still be accessed for journalistic or governmental purposes through a formal application process.

Sign: _____ Date: _____