

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:

**April 18, 2024**

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

**1. CALL TO ORDER & PERFORM ROLL CALL:** *S. Miller, Chair Time: 6:01PM*

**Board Members Present:** *S. Miller, G. Wilson, T. Dworetzky and M. Hanson*

**Board Members Absent:** *A. Vassar*

**Staff Members Present:** *K. Cook, and D. Nishihara*

**Legal Counsel Present:** *D. Cole*

**Auditor Present:** *No*

**Guests / Presentation(s):** *Yes, Legal Counsel and Anderson Consulting*

**Public Attending:** *Yes (No signatures upon sign in)*

**2. PUBLIC COMMENTS:** *x None*

**3. CLOSED SESSION:** **Public Employee Appointment**

*Closed Session started at 6:03pm and concluded at 6:28PM. No reportable action taken.*

**4. GUESTS:**

**Old Business: 4a. Proposed Successor Agreement Between TRUSD and ACRPD**

*Legal Counsel updated ACRPD Board sharing TRUSD agreed with the agreement.*

**Motion:** *Board Member T. Dworetzky made a motion to approved agreement.*

**Second:** *Board Member M. Hanson made a second to the motion for approval of agreement.*

**Call for vote:** *Chairperson S. Miller called a vote to approve the motion.*

**Vote:** *Motion passed 3-Yes, 1-No and 1-Absent.*

*YES - M. Hanson, T. Dworetzky, and S. Miller*

*NO - G. Wilson*

*ABSENT - A. Vassar*

**Action:** *Agreement between TRUSD and ACRPD approved.*

**Old Business: 4b. Update regarding HSP Playground & ACP/RR Water Meter & Backflow Bid**

**Update:** Playground to be installed Mid-May and the estimated timeline is 2-weeks. Anticipated completion date June 2024, while weather permits.

**Board Response:** Board members indicated to pay careful attention to timeline for projects, more so as it pertains to deliveries with significant impact to staff impact on safety. In addition, communication as to the progress of project implementation to limit miscommunication.

**ITEM 9D: Project bid award for ACP/RR Water Meter & Backflow Installation**

*This item was rescheduled to earlier in the meeting due to attendance of contracted Project Manager, there were no objections from staff, public or Board members.*

**Recommendation:** *Staff recommends to award RAWLES ENGINEERING INC. with construction project for installation of new water meter service and backflow device in the amount of \$15,100.00*

**Motion:** *Board Member G. Wilson made a motion to award the bid.*

**Second:** *Board Member T. Dworetzky made a second to the motion to award the bid.*

**Call for vote:** *Chairperson S. Miller called a vote to award bid as written above.*

**Vote:** *Motion passed 4-Yes, 0-No and 1-Absent.  
YES - M. Hanson, T. Dworetzky, S. Miller, and G. Wilson*

*ABSENT - A. Vassar*

**Action:** *Project bid approved.*

**New Business:** *None*

**5. ANNOUNCEMENTS:** *Mrs. Kim Cook attended her last meeting as a Staff Member prior to retirement this month. Board and Staff shared their gratitude and appreciation for her many years of service to the District.*

**6. TASKS STARTED / ACCOMPLISHED:**

*Board members indicated revisiting the following items: Tree Assessment, ongoing tree maintenance, Hours of Operations, potential volleyball court spacing issues and potential decommission of saved court should there be an issue.*

## 7. CONSENT:

*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.*

**1<sup>st</sup> Motion:** *Board Member G. Wilson made a motion to adopt consent items 7a to 7f, and 7i, but to pull items 7g and 7h for discussion. Board Member T. Dworetzky had second the motion.*

**Call to vote:** *Chairperson S. Miller called a vote to approve the motion.*

**1<sup>st</sup> Vote:** *The 1<sup>st</sup> motion passed 4-Yes and 1-Absent. M. Hanson, G. Wilson, T. Dworetzky, and S. Miller voted Yes. A. Vassar was absent.*

**Discussion:** *Chairperson S. Miller opened the floor for discussion. Item 7g and 7h were placed on the open floor for discussion. Treasurer G. Wilson mentioned if anyone on the Board would be interested in volunteering to be an elected Board Officer with CARPD. Vice Chair T. Dworetzky sought clarification as to the construction work being conducted during Easter Sunday requesting the level of communication increase to protect various actions which may occur in the park while the offices are closed.*

**2<sup>nd</sup> Motion:** *Board Member M. Hanson made a motion to adopt consent items 7g and 7h. Board Member G. Wilson seconded the motion.*

**Call to vote:** *Chairperson S. Miller called a vote to approve the motion.*

**2<sup>nd</sup> Vote:** *Motion passed 4-Yes and 1-Absent. M. Hanson, G. Wilson, T. Dworetzky, and S. Miller voted Yes. A. Vassar was absent.*

## 8. OLD BUSINESS:

### 8a. Interim General Manager

*No action taken.*

*Update provided, S. Miller will be out of town and G. Wilson will oversee operations in his absence.*

**8b. General Manager Recruitment**

*Update provided. District received 6 applicants and recruitment is in process.*

**8c. Installation of water filtration system at HSP well**

*Board received Staff Report*

*Board recommended postponement of project based on need for more information*

*Staff directed to obtain more information as to the necessity of a filtration system and data pertaining to the status of irrigation system throughout the park.*

**8d. Monthly Update on Nature Trail at ACP**

*Board received staff report.*

*No substantial update to report.*

**8. NEW BUSINESS:**

**9a. Call for Election of Board Directors during November 2024 Presidential Election**

*Board received staff report.*

*This bi-annual process is required every even number, to have Sacramento County of Bureau of Elections to administer the District Board Election Process.*

**Motion:** *Board Member M. Hanson made a motion to Board action to adopt Resolution 2024-02 for elections on November 5, 2024.*

**Second:** *Board Member G. Wilson made a second to the motion.*

**Call for vote:** *Chairperson S. Miller called a vote to approve the motion.*

**Vote:** *Motion passed 4-Yes, 0-No and 1-Absent.*

*YES - M. Hanson, T. Dworetzky, S. Miller, and G. Wilson*

*ABSENT - A. Vassar*

**Action:** *Adoption of Resolution 2024-02 approved.*

**9b. Finance Committee update on FY24/25 Budget**

*The Preliminary Annual District Budget for FY2024-25 is in the development stages and will be placed on the May 16<sup>th</sup> agenda for review following the Finance Committee Meeting on Monday, May 6<sup>th</sup>.*

**9c. Finance/Personnel Committee update on General Manager Applicants**

*6 applications received. Recruitment in process.*

**9d. Bid Award ACP/RR Water Meter & Backflow Installation**

*This item was addressed during the presentation section of this agenda. Please see Item 4 Guests.*

**11. ADJOURNMENT: Board Meeting Ended at 7:39PM**

*Board Member T. Dworetzky motioned to close the meeting.*

*Board Member M. Hanson seconded the motion.*

*Motion passed 4-Yes and 1-Absent.*

*M. Hanson, G. Wilson, T. Dworetzky, and S. Miller voted Yes.*

*A. Vassar was absent.*