

MINUTES
Of
The Arcade Creek Recreation & Park District
Meeting of the Board of Directors

Held on

Thursday January 18, 2024

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

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

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

Board Members Absent: None

Staff Members Present: L. Gonzales, K. Cook and D. Nishihara

Legal Counsel Present: Derek Cole

Auditor Present: No

Presentation(s): None

Visitor(s) That Signed In: V. Roy

2. PUBLIC COMMENTS:

V. Roy, requested removal of sycamore tree located in the vicinity of her home due to the impact of its maintenance, i.e. leaves needing to be cleaned up. She further stated she is willing to contribute 2/3 (two-thirds) of the cost to remove the tree which includes, grinding the “*stump.*”

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

6. OLD BUSINESS:

6e. Proposed Successor Agreement Between TRUSD and ACRPD
Directions were provided to legal counsel.

3. ANNOUNCEMENTS:

General Manager welcomed new staff member D. Nishihara

4. TASK STARTED, REVISED OR ACCOMPLISHED:

Item received

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5. CONSENT ITEMS:

- a. November 19, November 24, and December 3, 2020 **Meeting Minutes**
- b. FY 20-21 Period 5 **Financial Reports 339A**
- c. FY 20-21 Period 5 **Financial Reports 339D**
- d. FY 20-21 Period 5 **Multi Accounts Revenue Reports**
- e. FY 20-21 Period 5 **Payroll Report**
- f. FY 20-21 Period 5 **Facility Rental Reports**
- g. Correspondence **received and sent**
- h. General Manager's Report and project update report

Motion No. 1: It was moved by Director G. Wilson and seconded by Director T. Dworetzky to approve consent items a, c, d, e, f, and g, as presented.

Motion Carried: 5 Ayes, 0 Noes, 0 Absent, 0 Abstained
Ayes: A. Vasser, G. Wilson, M. Hanson, S. Miller, and T. Dworetzky
Absent: Abstained: Vacant:

Motion No. 2: It was moved by Director G. Wilson and seconded by Director T. Dworetzky to approve consent items b and h following discussion.

Motion Carried: 5 Ayes, 0 Noes, 0 Absent, 0 Abstained
Ayes: A. Vasser, G. Wilson, M. Hanson, S. Miller, and T. Dworetzky
Absent: Abstained: Vacant:

6. OLD BUSINESS: (Cont.)

- a. Change in Board Officers' Position for 2024 will be voted on at the January 2024 meeting.

Motion No. 3: It was moved by Director T. Dworetzky and seconded by Director M. Hanson to nominate the following positions: S. Miller as Chair, T. Dworetzky as Vice Chair and G. Wilson as Secretary/Treasurer all accepted.

Motion Carried: 5 Ayes, 0 Noes, 0 Absent, 0 Abstained
Ayes: A. Vasser, G. Wilson, M. Hanson, S. Miller, and T. Dworetzky
Absent: Abstained: Vacant:

A. Vasser turned the meeting over to NEW Chairperson, S. Miller at 7:25PM.\

- b. Monthly update on Nature Trail at Arcade Creek Park –
Item received

- c. Director Dworetzky and Director Wilson – Discuss District Salary Ranges –
Return to February meeting

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6. OLD BUSINESS: (Cont.)

- d. Draft Policy 2900 General Manager

Return to February meeting

f. Discuss and establish office hours

Return to February meeting, staff provided feedback and a recommendation to return in February with a DRAFT Policy regarding defined office hours and public park hours including holidays. Board agreed with recommendation and instructed staff as such.

g. Report from Anderson Project Management

Item received, General Manager was instructed by Board, for V. Anderson must attend the February meeting to provide more project details and a site map for all projects within his current scope (Shop renovation / Playground).

7. NEW BUSINESS

a. Filtration system for HSP well

Staff provide brief update, return to February meeting.

b. Discuss budget priorities for FY 2024-25

Brief Board discussion, return to February meeting.

c. Discuss change of February 2024 Board meeting date

Motion No. 4: It was moved by Director T. Dworetzky and seconded by Director A. Vasser to reschedule the February 15, 2024 Board Meeting to February 29, 2024.

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

Ayes: A. Vasser, G. Wilson, M. Hanson, S. Miller, and T. Dworetzky

Absent: Abstained: Vacant:

d. Mid-year budget adjustment – offset personnel expense

Motion No. 5: It was moved by Director T. Dworetzky and seconded by Director A. Vasser to approve Option B, to reallocate \$35,000 from Contingencies (#7901) to the 339A General Fund.

Motion Carried: 3 Ayes, 1 Noes, 0 Absent, 1 Abstained

Ayes: A. Vasser, M. Hanson, and T. Dworetzky

No: G. Wilson

Abstained: S. Miller

Chairperson S. Miller assigned Director's T. Dworetzky and G. Wilson to the finance committee.

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8. BOARD DISCUSSION

a. General discussion on topics for future meetings.

Increase Board stipend.

9. ADJOURNMENT OF THE MEETING.

The chairperson adjourned the meeting at 9:15PM

APPROVED