

# Arcade Creek

Recreation and Park District

BOARD OF DIRECTORS MEETING  
THURSDAY October 21, 2021 @ 6:00 p.m.

At the Herzog Community Center Maple (Large) 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 9/16/2021
  - b. **FY 21-22 Period 3 Financial Reports 339A**
  - c. **FY 21-22 Period 3 Financial Reports 339D**
  - d. **FY 21-22 Period 3 Multi Accounts Revenue Reports**
  - e. **FY 21-22 Period 3 Payroll Report**
  - f. **FY 21-22 Period 3 Rental & Misc. Revenue Report**
  - g. **Correspondence received and sent**
  - h. **Patrol Report**
  - i. **General Managers Report**

**Mailing Address: PO Box 418114, Sacramento, CA 95841-8114**  
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## 5. Old Business

- a. Follow up to FECRPD Police Contract
- b. Update on the Prop 68 Per Capita Funding
- c. LAFCo Selection of Special District Representative

## 6. New Business

- a. Effective October 1, 2021, State Law Governing all meetings of special districts boards, reference AB 361 (Rivas), Resolution 2021-09
- b. Resolution 2021-10 Reallocation of 339D District Projects Funds
- c. Policy 2500 (Vacations)

## 7. Board Discussion

- a. General discussion on topics for future meetings.

Subsequent Resolution regarding AB 361

8. **Adjournment of the meeting.** The next regular Board of Directors meeting will be held Thursday November 18, 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](http://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.

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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 September 16, 2021, at 6:00 p.m.**

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

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**Call to Order and Perform Roll Call:** Chairperson A. Vassar called the meeting to order at 6:01 pm

**Board Members Present:** Alex Vassar, Michael Hanson, Travis Dworetzky

**Board Members Absent:** Amanda Gualderama,  
Chris Juell arrived at 6:03 pm

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

**Legal Counsel Present:** No

**Auditor Present:** No

**Presentation(s):** None

**Visitor(s) That Signed In:** Ted Costa

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**2. PUBLIC COMMENTS:**

Ted Costa introduced himself as a candidate for the LAFCo Special District seat.

**3. ANNOUNCEMENTS:**

Staff informed the Board that the newly acquired John Deere mower and Gator utility vehicle were delivered.

**4. CONSENT ITEMS:**

- 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

**MINUTES of Board of Directors Meeting**

**4. CONSENT ITEMS: (cont.)**

Director M. Hanson requested that item “g” Correspondence received and sent be pulled.

**Motion No. 1:** It was moved by Director M. Hanson and seconded by Director T. Dworetzky to approve consent items “a” through “i” (excluding item g) as presented.

**Motion Carried:** 4 Ayes, 0 Noes, 1 Absent, 0 Abstained  
Ayes: M. Hanson, T. Dworetzky, C. Juell, A. Vassar  
Absent: A. Gualderama  
Abstained:

Director M. Hanson expressed his thanks in regard to the correspondence that was sent to several parties, including Corporate regarding the damaged Space Whirl and the delay in having it repaired or replaced.

**Motion No. 2:** It was moved by Director M. Hanson and seconded by Director T. Dworetzky to approve consent item “g”.

**Motion Carried:** 4 Ayes, 0 Noes, 1 Absent, 0 Abstained  
Ayes: M. Hanson, T. Dworetzky, C. Juell, A. Vassar  
Absent: A. Gualderama  
Abstained:

**5. OLD BUSINESS:**

- a. Follow up to FECRPD Police Contract  
Staff informed the Board that a meeting was scheduled with Officer T. Magaziner on Thursday September 23<sup>rd</sup>, 2021.  
The Board wishes to continue the discussion.
- b. Update on the Prop 68 Per Capita Funding  
Staff reported that they are currently working on completing the application. The GM’s desire is to have information regarding pricing for installing a new public restroom at Arcade Creek Park to present to the Board.

**6. NEW BUSINESS:**

None

**7. BOARD DISCUSSION**

- a. General discussion on topics for future meetings.

**8. ADJOURNMENT OF THE MEETING.**

Chairperson A. Vassar adjourned the meeting at 6:29 pm.

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

**September 2021  
Period 3 of 13**

**FYTD Completed = 23%**

CODE	CATEGORIES	2021-22 Budget	September	Expended To Date	Balance	Percent Expended
10111000	Salaries and Wages - Reg F/T Staff	186,776.00	19,905.07	37,339.71	149,436.29	20%
"	<b>Part-time Salaries</b>			-		-0-
"	<b>P/T Monitors</b>	29,400.00	1,616.25	4,863.75	24,536.25	17%
"	<b>Blank</b>			-	-	#DIV/0!
"	<b>Blank</b>			-	-	#DIV/0!
"	<b>Blank</b>			-	-	#DIV/0!
10112400	Salaries & Wages - Commission & Brds	3,500.00	250.00	700.00	2,800.00	20%
10113200	Salaries & Wages - Time/one half (OT)	3,500.00	280.50	888.25	2,611.75	25%
"	Salaries/Wages - Strt Time OT(No Retirment Contribution)		22.00	437.25	(437.25)	#DIV/0!
10121000	Retirement - Employer Cost (@ 10.34%)	12,235.00	928.66	2,737.72	9,497.28	22%
"	Retirement - Employer Cost (@ 8.650%)	7,078.00	589.76	589.76	6,488.24	
"	Retirement - <b>UAL</b> (1,792.25 mthly or 20,792.00)	20,792.00		20,792.00	-	100%
"	Retirement Acturial Cost	1,000.00		350.00	650.00	35%
10122000	Social Security (OASDHI rate=7.65%)	17,073.00	1,688.64	3,383.51	13,689.49	20%
10123000	Group Insurance - Employer Cost			-		-0-
"	<b>Medical + Admin fee</b>	30,148.00	1,633.38	4,899.99	25,248.01	16%
"	<b>Dental</b>	1,510.00	125.37	376.11	1,133.89	25%
"	<b>Vision</b>	296.00	24.57	73.71	222.29	25%
"	<b>EAP</b>	110.00	-	17.40	92.60	16%
10124000	Work Comp Ins - Employer Cost	4,865.00	1,216.10	2,432.20	2,432.80	50%
10125000	State Unemployment Insurance (Pool)	1,000.00	119.65	154.32	845.68	15%
10128000	Health Care Retirees	1,526.00	117.25	468.88	1,057.12	31%
10140000	Cost Reduct Factor (CalPERS UAL Pre Pmt)			-	-	#DIV/0!
	<b>TOTALS:</b>	<b>320,809.00</b>	<b>28,517.20</b>	<b>80,504.56</b>	<b>240,304.44</b>	<b>25%</b>

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

**September 2021  
Period 3 of 13**

**FYTD Completed = 23%**

CODE	Service & Supply	2021-22 Budget	September	Expended To Date	Balance	Percent Expended
20200500	Advertising/Legal Notices	300.00		-	300.00	0%
20202900	Business/Conference Expenses	2,000.00		-	2,000.00	0%
20203600	Education and Training Supplies	15,000.00		-	15,000.00	0%
20205100	Insurance - Liability	63,668.00		31,834.00	31,834.00	50%
20206100	Memberships Dues	2,000.00		2,000.00	-	100%
20207600	Office Supplies	1,200.00	295.88	555.83	644.17	46%
20207602	Signs	1,000.00		-	1,000.00	0%
20207603	Keys	250.00		-	250.00	0%
20208100	Postage Service (PO Box)	188.00		188.00	-	100%
20208102	Stamps (Postal)	150.00		-	150.00	0%
20208500	Printing Service	-		-	-	#DIV/0!
20210300	Agriculture/Horticultural Services	20,000.00		2,800.00	17,200.00	14%
20210400	Agricultural/Horticultural Supplies	500.00		-	500.00	0%
20211100	Building Maintenance Service	2,200.00		142.00	2,058.00	6%
20211200	Building Maintenance Supplies	-		-	-	#DIV/0!
20212200	Chemical Supplies (new)	-		-	-	#DIV/0!
20213100	Electrical Maintenance Services	2,500.00		-	2,500.00	0%
20213200	Electrical Maintenance Supplies	200.00		-	200.00	0%
20214100	Land Improvement Maintenance Service	4,000.00		-	4,000.00	0%
20214200	Land Improvement Maintenance Sup.	5,000.00	3,024.09	3,030.43	1,969.57	61%
20215100	Mechanical System Maintenance Svcs.	1,500.00	204.00	630.00	870.00	42%
20215200	Mechanical System Maintenance Sup.	-		-	-	#DIV/0!
20216200	Painting Supplies	500.00		541.22	(41.22)	108%
20216700	Plumbing Maintenance Service (new)	1,000.00		-	1,000.00	0%
20216800	Plumbing Maintenance Supplies	500.00		-	500.00	0%
20219100	Electricity	17,500.00	1,643.75	4,836.03	12,663.97	28%

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

**September 2021  
Period 3 of 13**

**FYTD Completed = 23%**

CODE	Service & Supply	2021-22 Budget	September	Expended To Date	Balance	Percent Expended
20219200	Natural Gas Service	2,500.00	15.64	50.08	2,449.92	2%
20219300	Refuse Collection/Disposal	4,000.00	189.90	992.58	3,007.42	25%
20219500	Sewage Services	3,000.00	-	113.29	2,886.71	4%
20219800	Water	30,000.00	3,820.10	12,184.38	17,815.62	41%
20220500	Automotive Maintenance Service	2,000.00	544.75	544.75	1,455.25	27%
20220600	Automotive Maintenance Supplies	300.00	303.95	303.95	(3.95)	101%
20221100	Grounds Equipment Maintenance Svcs.	4,000.00	45.00	45.00	3,955.00	1%
20221200	Grounds Equipment Maintenance Sup.	3,000.00	65.27	134.79	2,865.21	4%
20222600	Hand / Expendable Tools	500.00	-	-	500.00	0%
20223600	Fuel and Lubricant Supplies	4,200.00	328.95	1,111.89	3,088.11	26%
20226200	Office Equip. Maint.Supplies/NEW Copier Items	-	-	923.37	(923.37)	#DIV/0!
20227500	Rent/Lease Equipment	500.00	-	-	500.00	0%
20227501	Copy Machine - Lease	600.00	-	562.58	37.42	94%
20227504	Miscellaneous (Bottled Water for Staff)	500.00	40.44	80.88	419.12	16%
20229100	Other Equip Maint. Service	2,000.00	-	-	2,000.00	0%
20229200	Other Equip Maint. Supply	1,500.00	-	-	1,500.00	0%
20231400	Clothing/Personal Supplies	100.00	-	-	100.00	0%
20232200	Custodial Supplies	5,000.00	1,290.52	1,750.85	3,249.15	35%
20243700	Lab (Medical) Service (Drug Testing)	100.00	-	-	100.00	0%
20244300	Medical Service (Pre-emp Testing/Live Scan)	300.00	108.00	108.00	192.00	36%
20244400	Medical Supplies (First Aid)	350.00	-	-	350.00	0%
20250605	Service Fees (Bank Loan Item)	3,515.00	-	3,506.06	8.94	100%
20250700	Assessment / Collection Services	7,600.00	-	-	7,600.00	0%
20252100	Temporary Services	-	-	-	-	#DIV/0!
20253100	Legal Services	6,500.00	1,305.00	4,252.50	2,247.50	65%
20255100	Planning Service-	5,000.00	-	-	5,000.00	0%
20257100	Security Service	23,725.00	-	1,235.00	22,490.00	5%
20258200	Public Relations Service/mkting, web	5,000.00	-	1,800.00	3,200.00	36%

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

**September 2021  
Period 3 of 13**

**FYTD Completed = 23%**

CODE	CATEGORIES	2021-22 Budget	September	Expended To Date	Balance	Percent Expended
20259100	Other Professional Services	-		(1,500.00)	1,500.00	#DIV/0!
20281100	Data Processing -Computer Services	3,000.00		-	3,000.00	0%
20281201	Hardware (Computer Items)	-	1,400.35	1,400.35	(1,400.35)	#DIV/0!
20281210	PC Laptop <b>Printer</b> (Copier) Purchase	1,000.00	484.88	1,400.74	(400.74)	140%
20281265	Application Software Maint Lic Renewal	3,000.00	220.00	759.99	2,240.01	25%
20281304	Sales Tx Adj - Board of EQ	-		-	-	#DIV/0!
20281700	Election Services	-		-	-	#DIV/0!
20283102	Mileage	1,500.00				0%
20285100	Recreation Services	-		-	-	#DIV/0!
20285200	Recreation Supplies	2,000.00		-	2,000.00	0%
20285300	Rec. Supplies (P-S) ELP/ASP Program	-		-	-	#DIV/0!
20288000	Prior Year Service & Supply Expe			-	-	#DIV/0!
20289800	Other Operating Expenses - Supplies			-	-	#DIV/0!
20289900	Other Operating Exp. - Fire Extinguisher Check	200.00		-	200.00	-0-
20291300	Auditor/Controller Services	11,000.00		-	11,000.00	0%
20291500	Compass Costs	1,000.00		987.83	12.17	99%
20291700	Alarm Services	1,900.00		451.63	1,448.37	24%
20298700	Telephone Services	4,000.00	299.30	898.05	3,101.95	22%
20298701	Cell Phones	800.00	577.39	686.79	113.21	86%
20299909	Expenditure Reimbursements	10,000.00		-	10,000.00	0%
<b>TOTALS:</b>		<b>296,346.00</b>	<b>\$ 16,207.16</b>	<b>\$ 81,342.84</b>	<b>\$ 215,003.16</b>	<b>27%</b>



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

**September 2021  
Period 3 of 13**

**FYTD Completed = 23%**

CODE	CATEGORIES	2021-22 Budget	September	Expended To Date	Balance	Percent Expended
30321000	Interest Expense	8,500.00	727.15	2,960.10	5,539.90	35%
30323000	Lease Obligation Retirement(Side Fund)	29,200.00	2,400.00	9,600.00	19,600.00	33%
30345000	Taxes, Licenses & Assessments	704.00		-	704.00	0%
<b>TOTALS:</b>		<b>38,404.00</b>	<b>\$ 3,127.15</b>	<b>\$ 12,560.10</b>	<b>\$ 25,843.90</b>	<b>33%</b>

**FYTD Completed = 23%**

CODE	CATEGORIES	2021-22 Budget	September	Expended To Date	Balance	Percent Expended
42420100	Building - Community Ctr Upgrades			-	-	#DIV/0!
43430300	Equipment SD (Commerical Mower + Gator)	50,000.00		-	50,000.00	0%
<b>TOTALS:</b>		<b>50,000.00</b>	<b>-</b>	<b>-</b>	<b>50,000.00</b>	<b>0%</b>

**FYTD Completed = 23%**

79790100	Contingencies	122,411.00		-	\$ 122,411.00	0%
	Reserved Fund Balance Increase			-	\$ -	0%
<b>Grand Total</b>		<b>\$ 827,970.00</b>	<b>\$ 47,851.51</b>	<b>\$ 174,407.50</b>	<b>\$ 531,151.50</b>	<b>21%</b>

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

**ACRPD 2021 - 2022**  
**339A Revenue**

**September 2021**  
**Period 3 of 13**

**FYTD Completed = 23%**  
**Percent Received**

Account		2021-22 Budget	September	Received To Date	Unrealized	
91910100	Property Tax-Current Secured	656,047.00		-	656,047.00	0%
91910200	Property Tax-Current Unsecured	20,000.00		-	20,000.00	0%
91910300	Property Tax-Current Sup.	14,186.00		-	14,186.00	0%
91910400	Property Tax Sec. Delin.(+Teeter)	4,448.00		-	4,448.00	0%
91910500	Property Tax Supplemental Delin.	800.00		-	800.00	0%
91910600	Property Tax-Unitary	6,000.00		-	6,000.00	0%
91912000	Property Tax Redemption	-		-	-	#DIV/0!
91913000	Property Tax Prior Unsecured	300.00		-	300.00	0%
91914000	Property Tax Penalty	100.00		-	100.00	0%
91919600	RDA Residual Distribution	10,000.00		-	10,000.00	0%
91919900	Taxes - Other			-	-	#DIV/0!
<b>Total Taxes</b>		<b>\$ 711,881.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 711,881.00</b>	<b>0%</b>
94941000	Interest	3,485.00		-	3,485.00	0%
94942900	Building Rental (Parks & Facilities)	5,999.00	210.00	2,830.00	3,169.00	47%
"	Building Rental (Cell Towers 4610.42)	55,326.00	4,410.42	13,631.26	41,694.74	25%
95952200	Homeowner Property Tax Relief	5,500.00		-	5,500.00	0%
95952900	In Lieu Taxes - Other	-		-	-	#DIV/0!
95953300	Redevelopment Passthru	7,000.00		-	7,000.00	0%
95956300	State-Federal Grants	-		-	-	#DIV/0!
95956900	Other Funds - Local (GRANT)	-		-	-	#DIV/0!
"	<b>Grant = Park Sponsorships</b>			-	-	#DIV/0!
"	<b>Funds Transferred from 339I</b>			-	-	#DIV/0!
"	<b>Blank</b>			-	-	#DIV/0!
96964600	Recreation Fees (Service Charges)	-		-	-	#DIV/0!
97974000	Insurance Proceeds	8,000.00		-	8,000.00	0%
97979000	Miscellaneous	10,000.00		327.38	9,672.62	3%
97979900	Prior Year (Funds moved to )			-	-	#DIV/0!
98986200	Proceeds from Asset sale - Spec Dist			-	-	#DIV/0!
	Fund Balance Available =xxxxxxx.xx			-	-	#DIV/0!
<b>Problem</b>	**County Error In Process of Correction**	-		-	-	0%
<b>Total Other Revenue</b>		<b>\$ 95,310.00</b>	<b>\$ 4,620.42</b>	<b>\$ 16,788.64</b>	<b>\$ 78,521.36</b>	<b>18%</b>
<b>Total Revenue</b>		<b>\$ 807,191.00</b>	<b>\$ 4,620.42</b>	<b>\$ 16,788.64</b>	<b>\$ 790,402.36</b>	<b>2%</b>

**Register Expense Report**

FY 2021 - 2022

**Period 3**

9/1/2021 Through 9/30/2021

Account

**339A**

**Not Cleared**

Date	Num	Description	Memo	Category	Cleared	Amount
9/2/2021	24004	S Bar-Hein Co. - 1463	Labor-	221100	c	(45.00)
			Parts - 2 chains - Stihl chainsaw	221200	c	(65.27)
9/2/2021	24005	S CalPERS - 521	8/16 - 8/31/2021 EE Contrib	5420524	c	(320.51)
			8/16 - 8/31/2021 ER Contrib	121000	c	(473.43)
9/2/2021	24006	S CalPERS - 521	8/16 - 8/31/2021 EE Contrib	5420524	c	(238.63)
			8/16 - 8/31/2021 ER Contrib	121000	c	(294.88)
9/2/2021		24007 Central Control System - 23278	9/2021 - Wireless irrigation	281265	c	(220.00)
9/2/2021		24008 Clarke & Rusch - 8939	8/23/2021-Planned Maint	215100	c	(204.00)
9/2/2021	24009	S Fast Break - 37998	8/2021- Phone service	298700	c	(195.00)
			9/2021 - email exhchange + Brd mbrs	298701	c	(55.00)
9/2/2021		24010 Orbit Station - 33714	8/2021- Fuel Chgs	223600	c	(269.25)
9/2/2021		24011 PG&E - 1383	8/2021-Billing	219200	c	(15.64)
9/2/2021		24012 Republic Services - 57909	8/2021 - Billing	219300	c	(189.90)
9/2/2021	24013	S T-Mobile - 32685	8/2021 - District cell phone	298701	c	(29.40)
			GM new phone (partial purchase price)	298701	c	(492.99)
9/2/2021	24014	S Umpqua CC - 71085	Office chair - GM office	207600	c	(295.88)
			Monitor - GM office	281201	c	(188.16)
9/9/2021		24015 CAPRI - 8761	2nd Qtr W/C FY 2021-22	124000	c	(1,216.10)
9/9/2021		24016 Cintas - 56036	7/16/2021 - 1 case paper towels	232200	c	(37.71)
9/9/2021		24017 Cintas - 56036	9/3/2021 - Custodial	232200	c	(113.74)
9/9/2021		24018 Fast Break - 37998	Computer - GM Office	281201	c	(1,212.19)
9/9/2021		24019 Industrial Container Services - 57801	50/30gal Park Trash Cans	214200	c	(2,577.49)
9/9/2021		24020 SMUD - 4025	8/2021 - SMUD Billing	219100	c	(1,643.75)
9/9/2021	24021	S US Bank - 68934	Purchase Xerox 6655I Copier (Previous Lease)	281210	c	(450.00)
			7.75% Tax accrual	281210	c	(34.88)
9/14/2021	EFT	# 400040777	Health Benefits Pay Date 9/15/2021	123000	c	(813.64)
9/15/2021	P/R+Taxes	S Payroll And Taxes	Period 8/16/2021 - 8/31/2021 Ck date 9/15/2021	111000	c	(8,823.91)
			Brd Pay Ck date 9/15/2021	112400	c	(250.00)
			Time/One Half - Ck date 9/15/2021	113200	c	(74.25)
			OT Straight Pay - Ck date 9/15/2021	113200	c	(22.00)
			OASDHI - Ck date 9/15/2021	122000	c	(701.51)
			SUI ER Contrib Ck date 9/15/2021	125000	c	(60.07)
			Termination Pay	115200	c	-
9/15/2021	P/R+Taxes	S Payroll And Taxes	Settlement Check 9/15/2021	111000	c	(4,105.75)
			Settlement Check 9/15/2021	122000	c	(314.10)
9/16/2021		24022 Cintas - 56036	8/4/2021 - 30 cases Park trash liners	232200	c	(1,034.08)
9/16/2021		24023 Cole Huber - 54641	8/2021 Ref- EE agreement review / Brd Pkt review atten	253100	c	(1,305.00)
9/16/2021		24024 Comcast - 12322	9/2021-Billing-Phone/HSI	298700	c	(104.30)

9/16/2021	24025	S	GSRMA - 29229	10/2021-Dental - 3 EEs	123000	c	(125.37)
				10/2021-Vision - 3 EEs	123000	c	(24.57)
9/16/2021			24026 Kaiser On The Job - 4839	Pre placement exam - Gonzalez	244300	c	(65.00)
9/16/2021	24027	S	OK Tire - 14277	Labor - Maint 2010 Ford	220500	c	(544.75)
				Parts - Maint 2010 Ford	220600	c	(303.95)
9/16/2021			24028 Phillips 66 - 58398	8/2021 - Stmt	223600	c	(59.70)
9/16/2021			24029 Sacramento Suburban Water - 26158	9/2021 - Garfield (ACP) (w/ applied 46.12 credit)	219800	c	(1,165.30)
9/16/2021			24030 Juanita Petersen - 910220	Reimb - 6 cases water for staff	227504	c	(40.44)
9/21/2021	24031	S	CalPERS - 521	9/1- 9/15/2021 EE Contrib	5420524	c	(308.19)
				9/1 - 9/15/2021 ER Contrib	121000	c	(455.23)
9/21/2021	24032	S	CalPERS - 521	9/1- 9/15/2021 EE Contrib	5420524	c	(238.63)
				9/1 - 9/15/2021 ER Contrib	121000	c	(294.88)
9/21/2021	24033	S	CalPERS Health - 12733	10/2021-Medical - 3 EE's	5420516	c	(2,440.92)
				10/2021-Medical - EE Admin Fee	123000	c	(6.10)
				10/2021-Medical - 2 Retirees	128000	c	(117.25)
9/21/2021			24034 Cintas - 56036	9/17/2021 - Custodial	232200	c	(104.99)
9/21/2021			24035 Normac - 1309	Irrigation supplies	214200	c	(446.60)
9/21/2021			24036 Preferred Alliance - 34429	Non-Random Test - Pre-placement - Gonzalez	244300	c	(43.00)
9/21/2021			24037 Sacramento Suburban Water - 26158	9/2021 - Myrtle (Oak)	219800	c	(2,500.44)
9/21/2021			24038 Sacramento Suburban Water - 26158	9/2021 - HSP	219800	c	(154.36)
9/21/2021	24039	S	Umpqua Bank - 52152	10/2021 - Side Fund Interest	321000	c	(727.15)
				10/2021 - Side Fund Principal	323000	c	(2,400.00)
9/27/2021	DepPermit	S	County Of Sacramento Deposit Permi	Studio / Field Space	942900	c	210.00
				Event Building / GPA / Park Rentals / Cell Towers	942900	c	4,410.42
				Grants -	956300	c	-
				Misc Funds Collected	979000	c	-
9/30/2021	P/R+Taxes	S	Payroll And Taxes	Period 9/1/2021 - 9/15/2021 Ck date 9/30/2021	111000	c	(8,591.66)
				Brd Pay Ck date 9/30/2021	112400	c	-
				Time/One Half - Ck date 9/30/2021	113200	c	(206.25)
				OT Straight Pay - Ck date 9/30/2021	113200	c	-
				OASDHI - Ck date 9/30/2021	122000	c	(673.03)
				SUI ER Contrib Ck date 9/30/2021	125000	c	(59.58)
				Termination Pay	115200	c	-
9/30/2021	EFT		# 400040885	Health Benefits Pay Date 9/30/2021	123000	c	(813.64)
							<u>-46,777.97</u>
				BALANCE 9/30/2021			-167,268.02
				TOTAL INFLOWS			4,620.42
				TOTAL OUTFLOWS			-51,398.39
				NET TOTAL			-46,777.97

**ACRPD 2021-2022  
339D Expenditures**

**September 2021  
Period 3 of 13**

**FYTD Completed = 23%**

CODE	CAPITAL OUTLAY	2021-22 Budget	September	Expended To Date	Balance	Percent Expended
42420100	Buildings <b>New ADA Features @ HSP</b>			-	-	#DIV/0!
42420110	Leasehold Improv. <b>(Oakdale Park)</b>			-	-	#DIV/0!
42420200	Structures <b>ACP Park Improv. Proj</b>	38,969.00		-	38,969.00	0%
43430300	Equipment-SD Non-Recon - <b>New Play Equip</b>	11,017.00		-	11,017.00	0%
45450300	Infr--SD-Non-Recon - <b>ACP Pedi Bridge Proj</b>			-	-	#DIV/0!
46460300	Other Intangible Asset-Spec Dist - <b>HSP Comm. Ctr Impro.</b>			-	-	#DIV/0!
46461300	Intangibles - ???			-	-	
				-	-	-0-
<b>TOTALS:</b>		<b>49,986.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 49,986.00</b>	<b>0%</b>

**ACRPD 2021-2022**  
**339D Revenue**

**September 2021**  
**Period 3 of 13**

**FYTD Completed = 23%**

<b>Account</b>		<b>2021-22 Budget</b>	<b>September</b>	<b>Received To Date</b>	<b>Unrealized</b>	<b>Percent Received</b>
<b>94941000</b>	Interest Income			-	-	#DIV/0!
				-	-	#DIV/0!
<b>95952900</b>	In Lieu Fees Transfer			-	-	#DIV/0!
				-	-	#DIV/0!
<b>95956300</b>	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!
<b>95956900</b>	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!
<b>95956910</b>	State Match <b>UMPQUA Bank Line of Credit</b>			-	-	#DIV/0!
	*Jo Smith Pedi Bridge Proj			-	-	#DIV/0!
				-	-	#DIV/0!
				-	-	#DIV/0!
				-	-	#DIV/0!
<b>5506614</b>	Investment Earns			-	-	#DIV/0!

**Total Other Revenue \$ - \$ - \$ - \$ - #DIV/0!**

	<i>Beginning Fund Balance Available \$XXXXX</i>			-	\$ -	0%
<b>7400000</b>	<i>Fund Balance Decreased by</i>	<i>49,986.00</i>			<i>\$ 49,986.00</i>	

**TOTALS: 49,986.00 - - 49,986.00**

**Register Expense Report**  
**FY 2021 - 2022**  
**9/1/2021 Through 9/30/2021**

**Account**

**339D**

**Not Cleared**

<b>Date</b>	<b>Num</b>	<b>Description</b>	<b>Memo</b>	<b>Category</b>	<b>Cleared</b>	<b>Amount</b>

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

**September 2021**

**Period 3**

**339B - Grant Trust**

<b>Beginning Balance</b>	<b>Debits</b>	<b>Credits</b>	<b>Ending Balance</b>
\$ -	\$ -	\$ -	\$ -

**088H - Park Dedication**

<b>Beginning Balance</b>	<b>Debits</b>	<b>Credits</b>	<b>Ending Balance</b>
\$ 6,494.66	\$ -		\$ 6,494.66

**339C - ADA Funds**

<b>Beginning Balance</b>	<b>Debits</b>	<b>Credits</b>	<b>Ending Balance</b>
\$ 1,369.59	\$ -	\$ -	\$ 1,369.59

**339I - Park Impact Fee's**

<b>Beginning Balance</b>	<b>Debits</b>	<b>Credits</b>	<b>Ending Balance</b>
\$ 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





**Rental & Misc. Revenue Report**

**September 2021**

**94942900 - SOCIAL/EVENT BUILDING/GPA RENTALS**

Rental Date	Renter	Location	Amount
M-F August 2021	Legends Soccer	HSP Soccer	180.00
Sat Sept 4-8 & 25/2021	Legends Soccer	HSP Soccer	180.00
M-W- F in Sept.	Capital Comm Athletics	HSP Soccer	120.00
	SACC (Creek Mtg's)	Sm Rm	-0-

*Totals* \$ **480.00** **A**

**94942900 - LONG TERM STUDIO/ FIELD SPACE RENTAL**

Rental Date(s)	Renter	Location	Amount
9/13-20-27 & 10/4/2021	Albree Dog Class	HSP	210.00

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

**94942900 - CELL TOWER REVENUE**

Sep-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**


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

\$ 480.00	<b>A</b>
\$ 210.00	<b>B</b>
\$ 4,610.42	<b>C</b>
\$ -	<b>D</b>
<b>\$ 5,300.42</b>	<b>Total</b>

**Arcade Creek Recreation and Park District**

**MEETING DATE: October 21, 2021**

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

**No correspondence received.**

# FULTON EL-CAMINO PARK DISTRICT POLICE DEPARTMENT

James R. Brown, Chief of Police



**Monthly activity report for:** Arcade Creek Park District, **Reporting Period:** 2021-09-01 to 2021-10-31

## Summary of enforcement actions

NTA Issued: <b>3</b>	Park Hours:	0
	Drugs:	3
	Weapons:	0
	Alcohol:	0
	Animals:	0
	Vehicle Code:	0
	Probation Violation:	0
	Other:	0
Arrests:	Drugs:	
	Weapons:	
	Assault/Battery:	
	Sex Crimes:	
	Theft:	
	Probation Violation:	
	Other:	
Parking Citations:		5
Warrant Arrests:		0
DUI Arrests:		0
Warnings Issued:		0

## Notice To Appear (NTA)

Notice To Appear (NTA)	Date/Time Violations	Severity	Notes
Arcade Creek Park	2021-10-03 17:21	11377(a) HS Possession of a controlled substance	Mis
		11364 HS Paraphernalia	Mis
Hamilton Street Park	2021-09-05 00:05	11359(b) HS Sales of marijuana	Mis
		11360(a)(2) HS Transport/Furnish/Giveaway Marijuana 18yrs or over	Mis
Hamilton Street Park	2021-09-25 17:16	11377(a) HS Possession of a controlled substance	Mis
		12500(a) CVC Unlicensed Driver	Mis
		1203.2 PC Violation of Probation	Mis
		16028(a) CVC No Insurance	Inf

Oakdale Park	No NTA issued during this reporting period		
Off Property	No NTA issued during this reporting period		
<b>Arrests Made</b>	<b>Date/Time</b>	<b>Violations</b>	<b>Severity Notes</b>
Arcade Creek Park	No arrests reporting during this period		
Hamilton Street Park	No arrests reporting during this period		
Oakdale Park	No arrests reporting during this period		
Off Property	No arrests reporting during this period		
<b>Calls For Service</b>	<b>Date/Time</b>	<b>Description</b>	<b>DispositionNotes</b>
Arcade Creek Park	2021-09-11 18:51	CALL: TWO SUBJS HAVING SEX AT THE PARK. SUBJS WERE CONTACTED AND NO OBVIOUS SIGNS OF INTERCOURSE. SUBJS ADMITTED TO KISSING NO SEX.	Unfounded
Arcade Creek Park	2021-09-14 17:36	a sus veh at the park "selling drugs". ofc checked area for the veh and veh was GOA.	Unfounded
Hamilton Street Park	No calls for service during this reporting period		
Oakdale Park	No calls for service during this reporting period		
Off Property	No calls for service during this reporting period		
<b>Arrest Warrants</b>	<b>Date/Time</b>	<b>Warrant Type</b>	<b>Bail Amount Notes</b>
Arcade Creek Park	No warrant arrests during this reporting period		
Hamilton Street Park	No warrant arrests during this reporting period		
Oakdale Park	No warrant arrests during this reporting period		
Off Property	No warrant arrests during this reporting period		
<b>DUI Arrests</b>	<b>Date/Time</b>	<b>DUI Type</b>	<b>BAC Notes</b>
Arcade Creek Park	No DUI arrests during this reporting period		
Hamilton Street Park	No DUI arrests during this reporting period		
Oakdale Park	No DUI arrests during this reporting period		
Off Property	No DUI arrests during this reporting period		
<b>Warnings</b>	<b>Date/Time</b>	<b>Violation</b>	<b>Notes</b>
Arcade Creek Park	No warnings during this reporting period		
Hamilton Street Park	No warnings during this reporting period		
Oakdale Park	No warnings during this reporting period		
Off Property	No warnings during this reporting period		
<b>Parking Citations</b>	<b>Date/Time</b>	<b>Violations</b>	
Arcade Creek Park	2021-09-02 16:33	4000(a) CVC No current registration	
Arcade Creek Park	2021-09-24 18:49	4000(a) CVC No current registration	
Hamilton Street Park	2021-09-02 20:56	4000(a) CVC No current registration 22502(a) CVC Curb parking, right wheel 18" from curb	
Hamilton Street Park	2021-09-29 13:51	4000(a) CVC No current registration	
Hamilton Street Park	2021-09-29 13:38	4000(a) CVC No current registration 5204(a) CVC Current registration tabs not properly displayed	
Oakdale Park	No Parking citations issued during this reporting period		
Off Property	No Parking citations issued during this reporting period		

# Arcade Creek

Recreation and Park District

October 21, 2021

**Board of Directors**

Travis Dworetzky  
Amanda Gualderama  
Michael Hanson  
Chris Juell  
Alex Vassar

**Mailing Address**

P.O. Box 418114  
Sacramento, CA 95841

**Telephone**

(916) 482-8377

**Email**

acrpd@acrpd.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

Dear Board of Directors,

We are getting busy at ACRPD!

I have been working on

The Prop 68 Per Capita grant for the Restroom building at Arcade Creek Park. Working with the Sales Rep at Public Restroom Building to determine cost for restroom. I will be meeting with a local General Contractor in the next 2 weeks to coordinate with me on this project.

Held 4 meetings with Anita and Dick MacFarlane with the church of Jesus Christ of Latter-day Saints who is sponsoring the Community Service Day on Saturday, October 16<sup>th</sup> at Hamilton Street Park. Park tables will be painted and repaired by volunteers, horseshoe pits will be replaced, 14 dead trees will be cut down and chipped by a certified arborist. Boards have been painted in advance by Anita and staff for the Group Picnic Area. Inside restroom walls will be painted, leaves will be raked and put in dumpster. Anita has done all the prep work and we will both attend and help the day of the event. Board of Directors you are welcome to attend! Their will be a hot dog lunch.

The yearly audit took place at the District Office on October 4<sup>th</sup> and 5<sup>th</sup>.

Kim did an outstanding job prepping for the audit and answering all the questions. Larry Bain is very satisfied with Kim's work.

I had an appointment with Sgt. Magaziner who came to my office and discussed the Fulton El Camino Police contract and their services.

On a sad note, Hamilton Park and Arcade Creek Park were vandalized on September 30<sup>th</sup> and October 4<sup>th</sup>, 2021. I made a report for CAPRI which will include pictures, and after I get the police report I will send it to CAPRI.

Respectfully yours,

*Lisa Gonzalez*

Lisa Gonzalez  
General Manager

<b>Meeting Date</b> <b>October 21, 2021</b>		<b>Item #</b> <b>5a</b>
<b>Subject:</b> <b>FECRPD Police Contract</b>		
<b>Initiated or requested by</b> <input checked="" type="checkbox"/> Board <input type="checkbox"/> Staff <input type="checkbox"/> Other	<b>Item Type</b> <input checked="" type="checkbox"/> Informational <input type="checkbox"/> Direction <input type="checkbox"/> Action	<b>Report coordinated or prepared by</b>  <i>Lisa Gonzalez</i>  Lisa Gonzalez, General Manager
<b>Objective</b>  To find reliable and affordable Police and security for Arcade Creek Recreation and Park District.		
<b>Background</b> I held a meeting at my office with Sgt. Taylor Magaziner on October 1, 2021. I asked him questions about the services they provide, how many officers they have, and the districts they serve. I also checked into Bravo Security for closing gates which they dropped from \$65 per hour to \$40 per hour which is still not in our price range.		
<b>Analysis</b> The cost of Fulton El Camino PD is \$65 per hour, and we currently contract for 7 hours per week. I told Sgt. Magaziner the Board will retain their services without renewing the contract.		
<b>Budget/Cost Information</b> 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.		
<b>Proposed Action</b> Continue with month-to-month contract with FECRPD Our part-time staff have asked to continue locking gates which is at the rate of \$15 per hour. The time change will be coming up in 2 weeks so we can have part time staff come in early for cleaning and lock the restrooms and gates by 5pm.		
<b>Analysis</b>		
<b>Alternative Actions</b> Enter into the contract with FECPD for FY 2021-22		
<b>Coordination and Review</b> This is a standard practice of the Board.	<b>Attachment(s)</b>	

<b>Meeting Date</b> <b>October 21, 2021</b>		<b>Item #</b> <b>5b</b>
<b>Subject: Update on Prop 68 Per Capita Funding</b>		
<b>Initiated or requested by</b> <input checked="" type="checkbox"/> Board <input type="checkbox"/> Staff <input type="checkbox"/> Other	<b>Item Type</b> <input checked="" type="checkbox"/> Informational <input type="checkbox"/> Direction <input type="checkbox"/> Action	<b>Report coordinated or prepared by</b>  <i>Lisa Gonzalez</i>  Lisa Gonzalez, General Manager
<b>Objective</b>  To inform the Board of Directors the General Manager’s progress on the application for Prop 68 Per Capita grant each month along with construction details.		
<b>Background</b>  General Manager contacted Public Restroom Building to get a quote and drawings for restroom building for Arcade Creek Park. Next step will be to set up an appointment with a General Contractor to visit the restroom site to find out all the requirements and permits that will be needed. We will also investigate sewer and water to hook up to the restroom.		
<b>Analysis</b> General manager is in conversation with Public Restroom Building Inc. to determine a price for a 2-stall handicap accessible restroom.		
<b>Budget/Cost Information</b> General Manager will have cost estimate at November 18 <sup>th</sup> Board Meeting.		
<b>Proposed Action</b> None		
<b>Alternative Actions</b> None		
<b>Coordination and Review</b> This is a standard practice of the Board.	<b>Attachment(s)</b> Picture of Public Restroom building General Manager constructed in Coalinga using Public Restroom Building Inc.	







<b>Meeting Date</b> <b>October 21, 201</b>		<b>Item #</b> <b>5 c</b>
<b>Subject: Select and vote for LAFCo Special District Commissioner and Alternate Commissioner</b>		
<b>Initiated or requested by</b> <input type="checkbox"/> Board <input type="checkbox"/> Staff <input checked="" type="checkbox"/> Other	<b>Item Type</b> <input type="checkbox"/> Informational <input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action	<b>Report coordinated or prepared by</b>  <i>Lisa Gonzalez &amp; Kim Cook</i>
<b>Objective</b> To select one candidate and vote for a Commissioner for Office No. 7 and one candidate for Alternate Commissioner for Offices No. 6 & 7		
<b>Background</b> This is an annual occurrence to select a Special District Commissioner and Alternate Special District Commissioner to govern the following changes to local government within the county: boundary changes (annexations), formation of new agencies, incorporation of new cities and districts, consolidation or reorganization of special district and or cities, Municipal Service Review, and Spheres of Influence Updates.		
<b>Analysis</b> Requires attendance and participation of additional meeting.		
<b>Budget/Cost Information</b> None		
<b>Proposed Action</b> Select a candidate and vote		
<b>Alternative Actions</b> Decline to select a candidate or vote		
<b>Coordination and Review</b> This is a standard practice of the Board.	<b>Attachment(s)</b> 1) Resumes of Candidates 2) LAFCo Ballot	



# Ballot

## LAFCo Special District Commissioner & Alternate

Commissioner & Alternate Commissioner

Please select one candidate from each COLUMN

### Ballot A

Commissioner - Office No. 7

Please select **ONE** candidate **BELOW**

- |   |                          |
|---|--------------------------|
| <b>Edward J. "Ted" Costa</b><br>San Juan Water District               | <input type="checkbox"/> |
| <b>Michael Hanson</b><br>Arcade Creek Recreation & Park District      | <input type="checkbox"/> |
| <b>Gay Jones (Incumbent)</b><br>Sacramento Metropolitan Fire District | <input type="checkbox"/> |

### Ballot B

**Alternate** Commissioner - for Offices No. 6 & 7

Please select **ONE** candidate **BELOW**

- |  |                          |
|--|--------------------------|
| <b>Michael Hanson</b><br>Arcade Creek Recreation & Park District                 | <input type="checkbox"/> |
| <b>Charlea Moore (Incumbent)</b><br>Rio Linda Elverta Recreation & Park District | <input type="checkbox"/> |

Ballot must be received by **4:00 pm on Wednesday November 17, 2021**

Special Districts must return the ballots to LAFCo by the date specified above. Any ballot received after the specified date shall not be valid. *The information below must be complete*

The candidate who receives the most votes will be determined the winner outright.

The LAFCo Executive Officer will announce the results of the election within seven days of the specified date.

Please mail completed ballot to LAFCo Commission Clerk at 1112 "I" Street, Suite 100; Sacramento CA 95814  
or send via e-mail to: [Diane.Thorpe@SacLAFCo.org](mailto:Diane.Thorpe@SacLAFCo.org)

contact Diane Thorpe at (916) 874-6458 if you have any questions.

\_\_\_\_\_  
Name of Special District

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
District Website Address

\_\_\_\_\_  
Date of Meeting

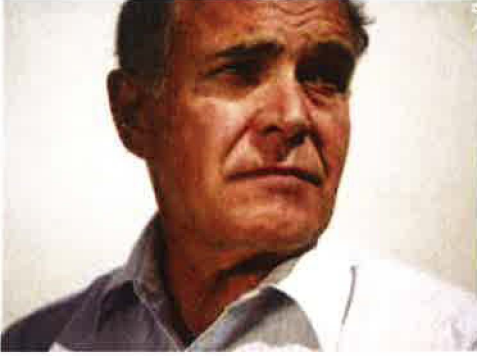
\_\_\_\_\_  
District Phone Number

\_\_\_\_\_  
Signature of Secretary or Clerk of the Board

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
E-mail Address



## Resume of Edward J. (Ted) Costa

# *TESTED AND TRUSTED*

### **TED COSTA IS:**

I was born and raised on a family farm in South Natomas and educated in local schools---American River College and UC Davis;

Mentored in politics by the late Paul Gann and Senator S.I. Hayakawa;

Intricately involved in thirteen state-wide initiatives----from Prop. 13 to Re-Redistricting Reform. I drafted three sections of the California State Constitution. I managed 16 lawsuits before the Court of Appeals and Supreme Court. We won 15.

I am currently a board member of the San Juan Water District, a Community Service District that takes American River water, treats it and sends it to water districts in the northeast part of Sacramento County AND at the lowest cost in the entire state.

I live in Citrus Heights with my wife Dr. Jayna and our many animals.

### **TED COSTA BELIEVES:**

Special Districts are the backbone of government. When our water main breaks, we don't call a Legislator. When our power goes out, we don't call a Congressman. We call our Special Districts for all these services. It is so important our special districts are run as efficiently as possible and held accountable to the people. LAFCO is the agency that makes that happen.

LAFCO powers come straight from the Legislature and are rightfully divided up by counties, cities and special districts with the intent of making local governmental subdivisions work more efficiently for the people.

If you vote for me, I will work hard to be a good steward of your trust. Please feel free to contact me:  
(916) 599-2986, [tedcosta@tecosta.com](mailto:tedcosta@tecosta.com)

## **Michael Hanson, PMP**

5668 Rolling Oak Drive  
Sacramento, CA 95841

510-386-0345  
Sacramento, CA 95841

[mhanson2013@outlook.com](mailto:mhanson2013@outlook.com)

**Dedicated Project manager and Technical Analyst** bringing focus leadership, team building, relationship building, communication, technical skills, innovative approaches, and with critical thinking assess complex problems and work towards solutions. A self-starter with excellent communication skills and solid project management background in the areas of consulting, initiation, requirements gathering and validation, change management, staffing and team building, task estimation, and client interaction. Build strong teams with a focus on delivering on customer needs though teamwork, positive attitude, being well organized, using critical thinking, continuous improvement, conflict resolution, with a hands-on approach, and a single point of contact. Experience managing projects and teams in various environments including Insurance, Government, Technology, and Non-profit.

### **Experience**

#### **Arcade Creek Recreation and Park District Director**

**12/2014 – present**

- Chair 2015
- Director leading the Master Plan project
- Secretary/Treasurer and member of the Finance committee 2017-2019
- Vice-Chair and member of search committee for new GM (2020)
- Served on Sacramento Special District Advisory Commission (2 terms)

#### **Key accomplishments:**

- 1) Worked to get ACRPD out of debt with CalPERS. In 2015, we had a debt with CalPERS of ~500K and today, we are current. This frees up financial capability to equipment and capabilities for our employees and begin to address community needs related to the Parks.
- 2) Part of the team to update a master plan that was 20+ years old. The district needs to have a direction so we can build a patchwork towards the common goal using available resources.
- 3) On the search committee to locate the replacement GM for the district. We found an ideal individual who has a wealth of experience, wanted to come to Sacramento, and would fit in with the current employees.
- 4) I was granted a scholarship to the CARPD Convention in Tahoe. This provided the impetus to pursue a Shine Grant resulting in lighting Arcade Creek Park with LED lighting powered by solar panels.

#### **Benevolent and Protective Order of Elks Officer Carmichael Elks Lodge #2103**

**12/2014 – present**

Worked in various roles including being elected as "president" twice and elected as a trustee to the board of directors twice. I chaired the operational aspects of the 1300-member Lodge through the COVID-19 shutdowns, etc. Worked with members to keep the finances positive. While we lost ~100 members during COVID, we have recovered almost that many this year and are continuing to grow. The Lodge building was built in the 1960s, 1970s, and 1980s. It has a large footprint on the 9+ acre lot. We have been managing significant costs related to the air conditioning and general upkeep of the buildings.

### **30+ Years in Data Processing**

During my years in data processing, I worked in varied industries: Government/Technical (Stanford Research Institute), Chip Manufacturing (Advanced Micro Devices), Education (University of California at Davis), Insurance (CSAA), and support/outsourcing companies (EDS, HP). During my time in these organizations, I was a developer, team lead, department manager and project manager. The opportunities afforded in these organizations provided the background to aid other organizations in their growth.

#### Highlights:

- At Stanford Research, I worked on the Headstart Project consolidation of data tracking children across years and schools. This helped provide the winning of the contract related to the Follow-Thru project.
- During my 10 years at AMD, I managed a team supporting Shipping and the fabrication units, managed one of the Computer Operations teams to streamline the processing, and started into Project Management. One of the efforts I completed cut computer report paper usage by over half by isolating the needed reports for the specific organization and eliminating superfluous copies of reports.
- At UC Davis, my team was responsible in supporting the HR/Payroll systems and Departmental Computing. While much of the actual data processing occurred at the Office of the President so all campus reporting was consistent, our role was to deliver the information and support to the various departments on campus. As part of the Departmental Computing effort, we won the contract with the Transportation and Parking Unit to replace their system with one that would be maintained and supported on campus.
- At CSAA, I lead a team supporting Membership systems, brought in new technologies, helped to test and discard one system replacement that did not work consistently, and moved into project management. During my time at CSAA I was part of an outsourcing effort to move all computing support to an external vendor (EDS) while the support team continued to sit at their current desks and support CSAA. This arrangement continued for over 20 years as I was either working for the vendor, EDS then HP, managing the work for CSAA or working for CSAA managing the work being performed by the vendor. We moved data centers, applications, and generally supported the work associated with CSAA until they were finally able to insource their data processing.

Fellow Special District Directors,

I respectfully request your vote to continue as Special District Commissioner, Seat # 7, on the Sacramento County Local Agency Formation Commission. Representing Special Districts on Sacramento LAFCO is a privilege and an honor.

Special Districts represent the most basic connection between citizens and their government. We really are the closest public entity to our community. We provide our neighborhoods with services and responsiveness that are found no where else. This close connection makes it imperative that the voice of Special Districts is heard and represented at our Local Agency Formation Commission. This is why I want to serve on LAFCO.

As the incumbent, there are several areas in which I want to continue to build upon.

The first is the Special District Advisory Committee (SDAC). As a member since inception, I have continued to expand the voice of Special Districts at Sacramento LAFCO. Emphasizing the importance of Municipal Service Reviews, maintaining an open dialogue among Special Districts in our county, and discussing the impacts of proposed LAFCO applications upon Districts are very important to me. Sharing information amongst ourselves contributes to our success, and SDAC facilitates this exchange.

The second is to continue to work closely with the California Special District Association (CSDA). A strong, professional and valuable relationship exists between us. It is very important to continue working together in areas of mutual concern to make Special Districts strong and successful.

A third area is the California Association of Local Agency Formation Commissions (CALAFCO). I have served on the Board of Directors of CALAFCO since 2006. This work informs me on statewide issues that can carry many implications for LAFCOs.

Thank you for your support. Please contact me with any questions or comments you may have.

Sincerely,

Gay Jones, Director  
Sacramento Metropolitan Fire District

Special District Commissioner  
Sacramento LAFCO.

916-208-0736





## Gay Jones (Incumbent)

---

Sacramento Metropolitan Fire District  
10545 Armstrong Avenue, Suite 200  
Mather, CA 95655  
Phone: (916) 208-0736

### STATEMENT OF QUALIFICATIONS

My experience representing Special Districts continues to broaden and deepen. This is reflected by my service as a Sacramento Metropolitan Fire District Director, as a Sacramento County LAFCO Commissioner and as a CALAFCO Board Member.

The challenge to use critical thinking to make decisions never diminishes. It is hard work to investigate and study all aspects surrounding an issue. Asking questions and listening to the replies requires a commitment to weigh, measure and balance all the information. That analysis, in turn, must be informed by sound public policy.

My goal is to support this process where critical thinking joins sound public policy resulting in good decisions.

#### EXPERIENCE

- 2000 – Present: Director for Sacramento Metropolitan Fire District
- 1981 – 2006: Sacramento Fire Department (Retired Captain)
- 1973 – 1979: United States Peace Corps

#### LAFCo Experience

- 2006 – Present: Special District Commissioner for Sacramento LAFCo
- 2004 – 2006: Alternate Commissioner for Sacramento LAFCo

#### CALACFO State Level Experience

- 2006 – Present: Board Member for California Association of LAFCo (CALAFCO)

- 2013 – 2018 : Executive Board Member, CALAFCO
- 2015: Chair for CALAFCO Annual Conference

### **EDUCATION AND CERTIFICATES**

- Master's Degree, California State University, Sacramento
- Bachelor of Science, Lewis and Clark College
- Associate Degree, American River Community College
- Chief Officer Certification, California State Board of Fire Service
- Special District Leadership and Management Certification, Special District Institute

### **COMMUNITY ACTIVITIES**

- Chair, Cordova Community Planning Advisory Council, Sacramento County
- Steering Committee Member, Butterfield Riviera East Community Association (BRECA) since 1998
- Member, American River Parkway Coalition

## *Charlea R Moore*

8840 El Verano Ave. • Elverta, CA 95626

Phone 916-991-0338 (home)

Cell 916-275-3275 (best contact)

Email - Charhorseranch@aol.com

### Applicant Statement for the Special District LAFCO Representative

I moved from Glassboro New Jersey to Rio Linda Elverta in 1981, along with my 3 year old daughter and my husband.

Almost immediately I became involved with Sacramento County Service Area #3 which was the forerunner of our current independant Parks and Recreation District serving the Rio Linda Elverta Communities. This involvement was the result of reading a statement in the local paper, indicating that the Parks Advisory Board had determined that there were sufficient equestrian trails in the area. I was very happy to advocate for additional trails and in the process begin my education in local governance processes.

Over the next several decades I was appointed to numerous County and Local advisory boards, steering committees and ad hoc committees. My interest expanded to include growth issues, flood issues and agriculture/suburban/urban issues.

I learned a great deal about how government works and how Special Districts fit into the process. I became a strong advocate for local governance after going through 3 incorporation attempts in the Rio Linda Elverta communities and in the education process I switched from anti-incorporation to pro-incorporation for unincorporated communities.

In about 1992 I was appointed to the RLE CPAC in and served during the Community Plan Update. I am familiar with the governance process and with procedures for arriving at a decision as a board member. I have served several terms on CPAC under four different County Supervisors since that initial appointment. All of these experiences were very educational for me.

In 2002 I successfully ran for the Rio Linda Elverta Recreation and Parks District. I truly enjoyed and have greatly benefited from the experience of becoming an elected board member. I ran again in 2016 and am currently serving as Secretary for the RLE Recreation and Parks District.

I believe that my history in the community and experience as an elected public official will be an asset for Special Districts as a LAFCO Special District Board member.

Thank you,

Charlea R. Moore

Arcade Creek Recreation and Park District

<b>Meeting Date</b> <b>October 21, 2021</b>		<b>Item #</b> <b>6a</b>
<b>Subject: Adoption of Resolution 2021-09 Authorizing Teleconference Meetings Per Requirements of AB 361</b>		
<b>Initiated or requested by</b> <input type="checkbox"/> Board <input type="checkbox"/> Staff <input checked="" type="checkbox"/> Other	<b>Item Type</b> <input checked="" type="checkbox"/> Informational <input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action	<b>Report coordinated or prepared by</b>  <i>Lisa Gonzalez &amp; Kim Cook</i>
<b>Objective</b> To follow the guidelines with regards to conducting Board Meetings via teleconferencing.		
<b>Background</b> Starting in March 2020, amid rising concern surrounding the spread of COVID-19. California Governor Newsom issued a series of Executive Orders aimed at containing the novel coronavirus. These Executive Orders collectively modified certain requirements created by the Ralph M. Brown Act, specifically in reference to teleconferencing.		
<b>Analysis</b> The Brown Act required that if the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meeting in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. To address this issue, AB 361 provides relief from the obligation to post meeting agendas at all conference locations.		
<b>Budget/Cost Information</b> None		
<b>Proposed Action</b> Adopt Resolution 2021-09 authorizing remote teleconference meetings pursuant to Brown Act Provisions.		
<b>Alternative Actions</b> Decline to adopt Resolution 2021-09 and follow the Brown Act.		
<b>Coordination and Review</b>  GM, Staff and Legal Counsel		<b>Attachment(s)</b> 1) Resolution 2021-09



**RESOLUTION NO. 2021 - 09**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ARCADE CREEK RECREATION AND PARK DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS**

**WHEREAS**, the Arcade Creek Recreation and Park District is committed to preserving and nurturing public access and participation in public meetings; and

**WHEREAS**, all meetings of the Board of Directors are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code sections 54950 – 54963), so that any member of the public may attend, participate, and watch the Board conduct its business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, such conditions now exist within the territory of the District; and

**WHEREAS**, the Board of Directors does hereby find that the Covid-19 emergency has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency, the Board of Directors finds that it shall conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the District of the Arcade Creek Recreation and Park District proclaims that a local emergency continues to exist throughout the territory of the District, requiring persons to meet in public, without providing an option for remote participation, would present an imminent risk to public health to those for whom remote participation would be optimal for medical reasons.

**BE IT FURTHER RESOLVED** that the General Manager and Chair of the Board of Directors are authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) 30 days from the date of its adoption, or (ii) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the District of Sutter Creek may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of the Arcade Creek Recreation and Park District on this 21st day of October 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
**Chairperson, Board of Directors**

**ATTEST:** \_\_\_\_\_  
**Secretary, Board of Directors**

<b>Meeting Date</b> <b>October 21, 2021</b>		<b>Item #</b> <b>6 b</b>
<b>Subject: Resolution 2021-10 Reallocation of 339D District Projects Funds</b>		
<b>Initiated or requested by</b> <input type="checkbox"/> Board <input checked="" type="checkbox"/> Staff <input checked="" type="checkbox"/> Other	<b>Item Type</b> <input type="checkbox"/> Informational <input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action	<b>Report coordinated or prepared by</b>  <i>Lisa Gonzalez &amp; Kim Cook</i>
<b>Objective</b> To approve and reallocate funds previously allocated for Hamilton Street Park site plans in the Final FY 2020-21		
<b>Background</b> In FY 2020-21 funds in the amount of \$45,000.00 were allocated in the Districts 339D District Projects Budget for site plans for Hamilton Street Park, these funds were transferred from the 339I Impact Fees account to assist in the financing. No funds were expended for this project. The District changed the scope of the project in FY 2021-22 to use the \$45,000.00 for the Arcade Creek Park Project and an outstanding invoice for the playground project at the Hamilton Street Park that was in final budget for FY 2019-20 (invoice was not received until 9/2020).		
<b>Analysis</b> By reallocating the funds, \$11,017.00 will pay the outstanding invoice and leave a balance of \$38,983.00 to be used in the current FY 2021-22 339D District Project Budget for the Arcade Creek Park Project.		
<b>Budget/Cost Information</b> None, simply aligning the \$45,000.00 funds to correctly match the Final FY 2021-22 339D District Project Budget.		
<b>Proposed Action</b> Adopt Resolution 2021-10 to reallocate funds		
<b>Alternative Actions</b> None recommended.		
<b>Coordination and Review</b> This was brought to the attention of staff during the audit for FY 2020-21, conducted on October 4 & 5, 2021.	<b>Attachment(s)</b> 1) Resolution 2021-10	



**RESOLUTION NO. 2021-10**

**RESOLUTION OF THE ARCADE CREEK RECREATION  
AND PARK DISTRICT BOARD OF DIRECTORS  
APPROVING THE REALLOCATION OF FUNDS DESIGNATED IN 339D DISTRICT PROJECT FUNDS**

**WHEREAS**, the District Board of Directors adopted the Final Budget in FY 2020-21 339D District Projects Budget to fund District Project(s) at Hamilton Street Park for site plans,

**WHEREAS**, the District moved \$45,000.00 from the 339I Impact Fees to the 339D Project Budget for said project on October 7, 2020, via JV #110150933,

**WHEREAS**, the District adopted Resolution 2021-05 changing the scope of the project from Hamilton Street Park to Arcade Creek Park,

**WHEREAS**, the District adopted the Final FY 2021-22 339D District Project allocating the \$45,000.00 to be reallocated as follows: \$11,017.00 to complete the Hamilton Street Park Playground Project in FY 2019-20 (shredded bark) invoice not received until 9/2020 and the balance of \$38,983.00 funds be used for the Arcade Creek Park Project,

**NOW, THEREFORE, BE IT RESOLVED**, that the District Board of Directors ("Board") approve the reallocation of funds from the Hamilton Street Park to the Arcade Creek Park,

**APPROVED AND ADOPTED** by the Arcade Creek Recreation and Park District Board of Directors, the County of Sacramento, State of California by the following vote, to wit on October 21, 2021

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

\_\_\_\_\_  
Chairperson, Board of Directors

ATTEST: \_\_\_\_\_  
Secretary, Board of Directors



<b>Meeting Date</b> <b>October 21, 2021</b>		<b>Item #</b> <b>6c</b>
<b>Subject:</b> FECPD Police Contract		
<b>Initiated or requested by</b> <input checked="" type="checkbox"/> Board <input type="checkbox"/> Staff <input type="checkbox"/> Other	<b>Item Type</b> <input type="checkbox"/> Informational <input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action	<b>Report coordinated or prepared by</b>  <i>Alex Vassar</i>  Board Chairperson
<b>Objective</b> To determine		
<b>Background</b> Since 2017, ACRPD Policy 2500.4 has stated "2500.4 Vacation time may be accumulated or postponed. The total accumulated vacation time shall not exceed 240 hours (or 30 days or 6 weeks). Once an employee's unused and accrued vacation reaches the maximum cap, the employee will not be eligible to earn/accrue any additional time until the prior vacation time has been used."		
Staff reported that during the COVID-19 pandemic, they did not have the opportunity to use their leave and have requested that an exception to the cap imposed by Policy 2500.4 be made.		
<b>Analysis</b> Policy 2500.4 was created to encourage staff to "use or lose" their leave balance; providing staff with a the ability to accumulate a reasonable amount of vacation leave while also limiting the liability for the district (in terms of cashing out unused vacation when staff retires).		
<b>Budget/Cost Information</b> This proposal could have serious one-time costs and could be seen as precedent-setting.		
<b>Proposed Action</b> Consider whether to authorize staff to use excess leave balances before December 31st.		
<b>Alternative Actions</b> Do not take action and leave Policy 2500.4 in place.		
<b>Coordination and Review</b> This is a standard practice of the Board.		<b>Attachment(s)</b>

**Arcade Creek Recreation and Park District**

**MEETING DATE: October 21, 2021**

**AGENDA ITEM: a**

**General discussion on topics for future meetings**

Subsequent resolution regarding AB 361