

Arcade Creek Recreation & Park District  
4855 Hamilton Street, Sacramento, California 95841

**MINUTES**

Of

The Arcade Creek Recreation & Park District  
Scheduled Board Retreat

Held on

**Saturday November 5, 2022 @ 10 am**

**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 10:10 am

**Board Members Present:** A. Vassar, A. Gualderama, T. Dworetzky, S. Miller

**Board Members Absent:** M. Hanson

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

**Legal Counsel Present:** No

**Auditor Present:** No

**Presentation(s):** None

**Visitor(s) That Signed In:** None

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**2. PUBLIC COMMENTS:** None

**2022 Board Retreat Discussion Topics**

*\*Topics are for Discussion only, to provide direction to staff, no Board Action will be taken\**

**a. Succession Plan (If a staff member won the lottery)**

Direction given to staff to create a binder with Statement of Procedure (SOP) to cover each job function with detail for each position.

Post for additional part-time staff on Indeed, American River College job board(s), different areas of social media.

**b. Board priority list for discussion**

Several areas were discussed including safety for park users and staff, appearances of the parks (first impressions) and items that the directors and staff would like to see.

Items were prioritized.

**c. Discussion on upgrades and repairs using funds from the 339A General Fund**

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Staff was directed to begin the process of working on the lists.

**d. Masterplan review**

Attendees discussed parts of the Masterplan.

**4. ADJOURNMENT OF THE MEETING.**

Chairperson adjourned the meeting at 1:59 pm.

Approved 11/17/2022