



FULTON-EL CAMINO RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS

Teresa Higgins Chair, Michael Seaman Vice Chair, Kathy Stricklin Secretary, Laura Lavallee Director, Chris Fischer Director

CONSENT AGENDA ITEM: Minutes 4.1

THURSDAY, DECEMBER 18, 2025
6:30 PM

RICHARD T. CONZELMANN COMMUNITY CENTER
2201 COTTAGE WAY, SACRAMENTO, CA 95825
BOARD ROOM

CALL TO ORDER – CLOSED SESSION – 6:30 p.m.

Chair Higgins called the meeting to order at 6:30pm and led with a Pledge of Allegiance.

ROLL CALL

Board Members:

Teresa Higgins, Chair - Present
Michael Seaman, Vice Chair - Present
Kathleen Stricklin, Secretary – Present - Via Zoom
Laura Lavallee, Board Director - Present
Chris Fischer, Board Director – Present

Staff Members:

Emily Ballus, GM
Mike Chahal, Staff
Jaden Delfer, Staff
Jennifer Buckman, District’s Counsel
Dounia Beshara, Staff - via Zoom

Public Attendees:

Amy Fisher, District Resident

PUBLIC COMMUNICATIONS: Public comments on Closed Session Items only.

Public Comment: No Public Comment

CLOSED SESSION: The Public will not participate in the Closed Session, other than for Public Comments.

Closed Session: Conference with Legal Counsel — Anticipated Litigation (Gov. Code section 54956.9(d)(2).): (unknown number).

ADJOURNMENT: Adjourn to Regular Meeting.

1. CALL TO ORDER – REGULAR SESSION

Regular Meeting resumed to order at 7:05pm.

**2. ROLL CALL** - See above.

**3. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD – COMMENTS**

Public Comment: No Public Comment

**4. CONSENT ITEMS (Motion)**

The Consent Calendar items are those expected to be routine and noncontroversial. They will be acted upon by the Board of Directors after providing an opportunity for public comment.

- 4.1** Approve the Minutes of the November 2025 Regular Board & Committee Meetings
- 4.2** Accept Financial Activity
  - a. Summary Financial Statement of Activity YTD November 2025
  - b. Receive the Program Revenue and Refund Report for November 2025
  - c. Receive Revolving Fund Report for November 2025
  - d. Receive the Payroll Report for November 2025
  - e. Receive Claims for November 2025
  - f. Receive Budget for Actual Departmental Reports for YTD November 2025
  - g. Receive Parks, Recreation, Facility Rentals, and Security Report November 2025
- 4.3** General Manager’s Monthly Update

Director Laura Lavallee made the motion to accept the consent agenda and Director Chris Fischer seconded the motion. The motion passed with a vote of 5-0-0-0 (Ayes, Noes, Absent, Abstain).

**5. PRESENTATIONS**

**5.1 Presentation Provided by Westwood, the design team for the Bohemian Park Expansion Project**

Samir Khanna, Senior Project Manager, Westwood will present on the on the Bohemian Park Expansion Project. Additional presenters: Tom Hare, FEC owner’s representative; Anthony Harris, Principal, and Jeff Peterson of PBK.

Tom Hare: Provided a general overview of the Bohemian Park Expansion Project and reported that a meeting with the County for the pre-application process has occurred.

Samir Khanna: Reviewed key elements of the site plan, including new sidewalks, a parking lot, with EV charging stations and shade trees, two multi-sport courts, a vegetative sound barrier adjacent to senior housing, two playgrounds, self-cleaning restrooms, a fitness area, a dog park, and a small pollinator garden.

Anthony Harris: Building will be concrete block and corrugated metal. Building will include two meeting rooms, a lobby, storage areas, restrooms, and office space.

Discussion: Board discussed cost, sidewalks, removal of trees, locations of amenities, and what to do with the existing duplex.

Director Laura Lavallee made the motion to move forward and go to the county and Director Chris Fischer seconded the motion. The motion passed with a vote of 4-0-0-1 (Ayes, Noes, Absent, Abstain).

**6. DISCUSSION AND DIRECTION ITEMS (Motion)**

The Board will review and discuss taking appropriate action on the following matters:

**6.1 Approve Auditor for the 2024-2025 District Audit**

The Board will consider approving Larry Bain CPA as the auditor for 2024-25 year.

Director Laura Lavallee made the motion to approve Larry Bain CPA as the auditor for 2024-25 year, and Vice Chair Michael Seaman seconded the motion. The motion passed with a vote of 5-0-0-0 (Ayes, Noes, Absent, Abstain).

**6.2 Update Policy 2030 – Holidays**

The Board will consider approving one of the options provided for Policy 2030 -Holidays.

Director Laura Lavallee made the motion to approve two floating Holiday's for staff that must be used between November 1<sup>st</sup> and December 31<sup>st</sup> in a Calendar year and Director Chris Fischer seconded the motion. The motion passed with a vote of 5-0-0-0 (Ayes, Noes, Absent, Abstain).

**6.3 Approve Contracts and Purchases Funded by Measure Q**

The Board will consider approving contracts with Measure Q funding.

Vice Chair Michael Seaman made the motion to approve contracts with Measure Q funding and Secretary Kathleen Stricklin, seconded the motion. The motion passed with a vote of 5-0-0-0 (Ayes, Noes, Absent, Abstain).

**7. INFORMATIONAL ITEMS (No Action Required)**

7.1 Staff Report (Oral): Newsletter Holiday Mailing

Jaden Delfer: Mentions the District is mailing the Holiday Newsletter for a broader reach.

7.2 Staff Report (Oral): SB 707 Training provided by CSDA.

Staff report will be scheduled for a later date.

**8. CORRESPONDENCE/ANNOUNCEMENTS**

8.1 CARPD Annual Conference, Monterey, CA, May 27-30, 2026

8.2 CARPD 2025 Legislative Year in Review

8.3 2026 Trends in Parks Operations and Recreation Asset Management

8.4 The Next Big Thing: Emerging Programming Trends in Parks & Recreation

8.5 FECRPD Fishing Derby 2026

8.6 Advocates for Arden Arcade & FECRPD Christmas Toy Drive

**9. COMMITTEE REPORTS**

a. Personnel and Finance – Chair, Director Lavallee

Met, and reviewed November financials. Measure Q reimbursement and Property Taxes have not yet come in. Discussed and met with Grimaces about Streaming, Board Meeting Recordings, and minutes. This matter will be going forward to the board.

b. Programs, Facilities and Projects – Chair, Director Seaman

Met, and discussed the Bohemian Project, Cottage Community Center improvements, and outdoor Entertainment Venue.

c. Community Relations – Chair, Director Stricklin

Did not meet. Director Chris Fischer met with GM Emily Ballus about a potential Summer Concert. Two Applications for Friends of FEC have been submitted. Discussed ways to add more Art into the Parks.

**10. FUTURE AGENDA ITEMS/MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS**

Secretary Kathy Stricklin: No Comment

Director Laura Lavallo: Attended the Best Practices of GM Evaluation Presentation. Enjoyed the Fulton Avenue Associations Christmas Tree this year.

Vice Chair Michel Seaman: Attended the Bohemian Presentation at Bohemian Park and found it to be well done, turnout was impressive. Reporting a tree that has fallen into the creek.

Chair Theresa Higgins: Attended the Christmas Tree Lighting.

Director Chris Fisher: Mentioned the Tree Lighting was great. Attended the Bohemian Park event.

**11. FUTURE AGENDA ITEMS/MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER**

GM Emily Ballus has met with Supervisor Rich Desmond and will continue to have quarterly meetings with all Park Districts within his District. They recently met with Afghan Elders in discussion on how to involve them in our parks. Four organizations have volunteered to become ambassadors for the parks and an ambassador description will be coming.

**12. ADJOURNMENT**

With no further business, Chair Teresa Higgins adjourned the meeting at 9pm

Respectfully submitted by: Mike Chahal, Director of Finance and Administration / Clerk of the Board.

APPROVED: \_\_\_\_\_  
Teresa Higgins, Chair

ATTEST: \_\_\_\_\_  
Michael Seaman, Vice Chair