



FULTON-EL CAMINO RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS REGULAR MEETING

ITEM NO. 4.A - MINUTES

Thursday, January 18, 2024, 2023, 6:30 P.M.

Howe Park: 2201 Cottage Way, Sacramento, CA 95825

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

The meeting was convened by Chair Dias at 6:30pm, with a Pledge of Allegiance.

2. ROLL CALL

Board Members:

Jessica Dias, Chair - Present
Laura Lavallee, Vice Chair - Present
Michael Seaman, Secretary - Present

Teresa Higgins, Director - Present
Kathy Stricklin, Director - Present

Staff Members:

Emily Ballus - Present
Mike Chahal - Present
Ryan Harder- Present
Robin Romines – via Zoom

Becky McDaniel - via Zoom
Jayden Delfer - Present
Beth Johnson – via Zoom

3. PUBLIC AND VISITOR COMMENTS

It is a violation of state law for the Board to discuss or take action on non-agenda items. Board members may only ask brief clarifying questions or refer the matter to staff.

4. CONSENT ITEMS (Motion)

- a. Minutes of the December 2023 Regular Board Meeting
- b. Total Payroll, Supplies, and Revenue Summary Graph Year to Date
- c. Program Revenue and Refund Report for December 2023
- d. Payroll Report for December 2023
- e. Claims for December 2023
- f. Revolving Fund Report for December 2023
- g. Services and Supplies Summary Report as of December 2023
- h. Monthly Department Breakdown for December 2023
- i. Parks, Recreation, Facility Rentals, and Security Report December 2023

Director Seaman made the motion to approve the Consent Items and Director Stricklin seconded the motion. The motion passed 5-0-0-0

6. DISCUSSION AND DIRECTION ITEMS (Motion or Approval Required)

Prior to moving on to item 6 & 6.1, it was noted that item 5 has been deleted

6.1 Chair's Assignment of Board Committees for 2024

Chair Dias indicated that the three board committees have had the same members for several years and she recommended reassigning members by having one member remain on the current committee and one member rotate to a new committee. Chair Dias asked for board member input. Based on the discussion, Chair Dias assigned members to committees as follows:

- a. Programs, Facilities and Projects – Secretary Seaman and Directors Higgins
- b. Security & Community Relations - Secretary Seaman and Director Stricklin
- c. Personnel & Finance - Chair Dias and Vice Chair Lavallee

6.2 Approval of Board and Committee Meetings Schedule for 2024

The Board reviewed adopting the board and committee meetings schedules for the 2024 calendar year.

GM Ballus suggested that a set date and time to be established for the meetings. Secretary Seaman suggested that establish a set date and time for monthly meetings and cancel the scheduled meetings if no items of importance need to be discussed. After further discussions, the committee meeting days are to be scheduled as follows:

- a. Personnel and Finance – Monthly meeting on the 1st Monday at 3pm
- b. Programs, Facilities and Projects - Quarterly meeting on the 1st Thursday morning beginning in February
- c. Security and Community Relations - Quarterly meeting on the 1st Friday morning beginning in March

6.3 Resolution for Policy 7620 Rental Facilities

The Board considered adopting Resolution 2023 2024-15 to update security requirement for rental facilities

GM Ballus stated the current policy requires that we will hire a Ranger for facilities rentals. Yet a Ranger or Police may not be available for such an assignment. Staff recommends broadening the requirement to include outside private security as an option if needed.

Chief Johnson indicated that by including private security in the options allows FEC police officers to meet current obligations to the contracting districts for patrol services.

Discussions ensued regarding the number of non-patrol staff assigned to events. Chair Dias recommended the board vote on the motion to amend Policy 7620.3.3 to include private security and allow Policy 7620.4.3 for number of non-patrol staff remain at discretion of staff. Director Higgins made the motion and Vice Chair Lavallee seconded the motion. The motion passed 5-0-0-0

6.4 Resolution to Adopt the Memorandum of Understanding for Babcock Park Joint Improvement and Use

The Board considered adopting the Resolution to approve the Memorandum of Understanding for Babcock Park Joint Improvement and Use and authorize the General Manager to execute the agreement.

GM Ballus summarized the MOU submitted by the city and indicated the item was discussed by the Programs, Facilities and Projects committee. The committee recommended staff seek clarification from the city on what a non-exclusive easement means and requested staff ask for a property transfer deed instead of any easement. The

committee also recommended that the MOU clarify which entity would have funds set aside for equipment replacement.

The draft MOU states that city will invest this amount of money upfront and does not address what happens in the future.

The draft MOU also does not address if an easement in perpetuity obligates FEC to maintain the park in perpetuity.

Director Seaman recommended no action be taken and for staff to get clarifications from the city and report back to the board.

Vice Chair Lavallee made the motion to table the item until we get clarifications on items that are not clear, and Director Stricklin seconded the motion. The motion to table MOU passed 5-0-0-0

7. INFORMATIONAL ITEMS (No Action Required)

7.1 General Manager's Report

GM Ballus monthly update is documented on Pages 77 to 80 in the Board Package.

GM Ballus indicated in her report that the Lacy Lane walkway is a public utility easement.

8. COMMITTEE REPORTS

Standing Committees:

- a). Personnel and Finance – Director Higgins and Vice Chair Lavallee indicated that the committee met and discussed rising staff medical, retirement and other benefits costs.
- b). Programs, Facilities and Projects – Secretary Seaman noted that items related to Babcock, and Creekside had been already addressed in the meeting. He indicated the plan is for the Mogavero Architect Contract for Bohemian Park to be presented at the next board meeting.
- c). Security and Community Relations - No update.
- d). Ad Hoc Committee: Bohemian Park Project - No update.
- e). Park Advisory – No comments.

9. DIRECTORS' COMMENTS

Board members will report on items of interest to the Board.

Chair Dias - No comments.

Vice Chair Lavallee - No comments.

Director Stricklin - No Comments.

Secretary Seaman - Mentioned that this year's CARPD Annual Conference is held in Sonoma and encouraged the board and staff to attend, if possible, since it is close proximately to Sacramento.

Director Higgins - Indicated she'd like to see events held at our other parks to have and involve the community in arranging events and activities.

10. INFORMATION/CORRESPONDENCE/ANNOUNCEMENTS (No Action Required)

- A. CARPD Annual Conference Save the Date, May 22-25, 2024, Hyatt Regency Sonoma Wine Country
- B. Flyer: FEC Fishing Derby 2024
- C. Correspondence with the Department of Toxic Substances Control and SJUSD and the Supplemental Site Investigation Workplan for Katherine Johnson Middle School

11. ADJOURNMENT

With no further business, Chair Dias adjourned the meeting at 7:43pm.

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

APPROVED: _____
Jessica Dias, Chair, Board of Directors

ATTEST: _____
Michael Seaman, Secretary, Board of Directors