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**FULTON-EL CAMINO RECREATION AND PARK DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING**

**CONSENT AGENDA ITEM: 4A - MINUTES**

**Thursday, July 18, 2024 • 6:30 P.M.  
Howe Park Board Room • 2201 Cottage Way, Sacramento, CA 95825**

**1. CALL TO ORDER - PLEDGE OF ALLEGIANCE**

The meeting was called to order 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 arrived @ 6:45 pm  
Michael Seaman, Secretary - Present  
Teresa Higgins, Director - Present  
Kathy Stricklin, Director - Present

Staff Members:

Emily Ballus - Present  
Mike Chahal – Present  
Beth Johnson – Via Zoom  
Ryan Harder – Present  
Jaden Delfer – Present

**2. PUBLIC COMMENT – Items not on the Agenda**

No public comment.

**4. CONSENT ITEMS (Motion)**

- a. Approve the Minutes of the June 2024 Regular Board Meeting
- b. Summary Financial Statement of Activity YTD May & June 2024
- c. Receive the Program Revenue and Refund Report for May 2024
- d. Receive the Payroll Report for May 2024
- e. Receive Claims for May 2024
- f. Receive Revolving Fund Report for May 2024
- g. Receive Services and Supplies Summary Report as of May 2024
- h. Receive Monthly Department Breakdown for May 2024
- i. Receive Parks, Recreation, Facility Rentals, and Security Report June 2024
- j. County Of Sacramento Second Renewal And Second Amendment To Agreement Between Fulton-El Camino Recreation & Park District And Sacramento County Sheriff's Office for Business Systems Cost Recovery

Director Higgins made a motion to accept the Consent Agenda and Director Stricklin seconded the motion. The motion passes 4-0-0-1.

## 5. ACTION ITEMS (Approval Required)

### 5.1 Resolution Adopting July 2024 as Parks Make Life Better Month

The Board will consider adopting a Resolution for the promotion of Parks Make Life Better (PMLB) month in July.

GM Ballus noted that we are working with the California Conservation Corp and the Department of Natural Resources which has a disability month celebration, and we are celebrating PMLB and Disability Month celebration on July 27, 2024, from 8:30 am to 11:30 am, to do a parks cleanup with their group.

Director Higgins made a motion to adopt July 2024, as the PMLB celebration, and Director Stricklin seconded the motion. The motion passes 4-0-0-1.

### 5.2 Public Hearing, and Approval of Resolutions Approving the Engineer's Report, Confirming Diagram and Assessment Ordering Levy of Assessment for Fiscal Year 2024-2025 for the Parks Maintenance and Recreation Improvement Assessment Districts

Brandon Vanleuven of SCI Consulting Group presented the final Engineer's report regarding the Assessments as part of the public hearing.

- a. Resolution 2024/25-2, Confirming Diagram and Assessment and Levy of Assessment for Fiscal Year 2024-25 for the Fulton-El Camino Parks Maintenance and Recreation and Improvement District (Assessment #1)
- b. Resolution 2024/25-3, Confirming Diagram and Assessment and Levy of Assessment for Fiscal Year 2024-25 for the Fulton-El Camino Parks Maintenance and Recreation Improvement District (Assessment #2)

Questions regarding when the assessments were set-up and Brandon indicated that Assessment 1 went to a re-vote in 2011 and passed, and Assessment 2 was set-up in 2000. Brandon mentions that this is a typical funding that is established for the Parks District. All the funds are to be used for the parks.

Director Higgins moves to approve the motion of Resolution 2024/2025-2 and Resolution 2024/2025-3 regarding Engineer's Report, Confirming Diagram and Assessment Ordering Levy of Assessment for Fiscal Year 2024-2025 for the Parks Maintenance and Recreation Improvement Assessment Districts. Director Stricklin seconded the motion, and motion passes 4-0-1-0.

#### Public Comment:

Jenifer Harris mentions that the general public does not understand the assessments and will not understand, unless there is a raise in rates.

Jenifer Harris mentions the rates should be increased due to inflation and overall costs to maintain parks.

### 5.3 Adopt the Resolution Ordering an Election to Authorize the Issuance of General Obligation Bonds, Establishing Specifications of the Election Order, and Requesting Consolidation with other Elections Occurring on November 5, 2024

The Board will consider adopting the Resolution to place a general obligation bond on the November 5, 2024, ballot. Jon Isom of Isom Advisors will lead the discussion.

### **5.3.1 Approve Consulting Services Agreement with Isom Advisors if bond issuance is authorized.**

#### Staff Report

GM Ballus stated that Jon Isom is scheduled to appear via Zoom to provide clarifications and answer questions regarding the bond offering. Since Jon has not checked in via Zoom, GM Ballus will call him during the closed session to see if is available to appear later after the closed session.

#### Public Comments

Jenifer Harris expressed concern that the public does not understand the district's fiscal situation, adding that the public doesn't know much about the district overall.

#### Recommendation:

Chair Dias made a motion as follows:

- a). adopting the Resolution to place a bond on the ballot, and determine the bond amount for a ballot measure for the lower limit.
- b). if the bond is authorized, approving the consulting agreement for bond oversight with Isom Advisors.

Discussions took place on a variety of issues regarding the bond measure which included the amount of bond offering, list of items to be included in the measure for use of bond proceeds, and discussions and communication strategy to our residents.

Chair Dias asked to table the motion and move Agenda Items 5.3 and 5.1.1, after the conclusion of the closed session.

### **5.4 Adopt Resolution 2024-25-5, A Resolution Amending the Final Budget for the General Fund for 2023-2024**

The Board will consider adopting the resolution to amend the Fiscal Year 2023/24 Fulton-El Camino Recreation and Park General Fund Final Budget and authorizes the General Manager to file with the County Auditor-Controller.

#### Staff Report

Staff Chahal indicated that a resolution is needed for the purpose of amending the FECRPD's General Fund Budget for employee benefit expenses as it relates to retiree health benefits. The items were not included in our original budget due to an error. The actual expense exceeded budget by approximately \$59k, and a board resolution is needed to approve the additional expense needed in the 2023-2024 budget.

#### Recommendation:

A motion was made by Vice Chair Lavalley and seconded by Chair Dias , and the motion passes by a vote 5-0-0-0.

## **6. GENERAL ADMINISTRATION INFORMATION (No Action Required)**

### **6.1 General Manager's Report**

None this month.

## **7. COMMITTEE REPORTS**

### **Standing Committees:**

- a). Personnel and Finance – PFC Chair, Laura Lavallee, gave an update from the meeting on July 08, 2024. She indicated that the fund balance at year end is higher based on actual results. The budget for the 2024 year was a decrease in overall fund balance of \$225k, but the actual tentative results for the year was an increase in fund balance of approximately \$114k. The PFC members Lavallee and Dias thanked the staff for their hard work during the year in keeping expenses in check considering unexpected repairs due to storm damage and vandalisms that occurred.

PFC Chair Lavallee indicated that the budget for the FY 2024-2025 was discussed, regarding the current salary structure and further analysis is being done and will be reported on later. She also mentioned that the Police Department financials were discussed, and additional analysis will be forthcoming.

- b). Programs, Facilities and Projects – PFP committee did not meet.
- c). Security and Community Relations – SCR committee did not meet.
- d). Park Advisory – Did not meet.

### **8. DIRECTORS' COMMENTS**

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

Secretary Seaman mentioned that he attended the meeting at Boho Park with Tom Hare and the contractors bidding for the project to provide insight for the RFP. Director Higgins also attended the meeting, which had a good turnout from the contractors interested in the project.

Secretary Seaman gave a summary of CARPD conference and noted that the next year's conference will be held in San Diego. Secretary Seaman mentioned the ERAF needs to be mentioned in our mailings to our residents and should be highlighted.

Director Higgins mentioned the board elections, which she is up and wanted to know when the filing deadline. She gave an update on the Swin Team and the success our teams achieved this year. She mentioned that we should do a quarterly mailing to our residents to communicate the updates to our Park District.

Director Stricklin stated that the district needs a communication specialist to provide ongoing communications to our district residents and with respect to Friends of FEC. She is determined to move on doing more with Friends of FEC prior to moving on to another committee at the end of the fiscal year. Director Higgins mentioned that the communications degree program at Sacramento State University may be a resource in getting someone as a communications person.

### **9. INFORMATION/CORRESPONDENCE/ANNOUNCEMENTS (No Action Required)**

- A. Flyer: Disability Pride Month with Natural Resources Department and California Conservation Corps on July 27, 8:30am – 11am, Howe Park
- B. Flyer: FEC Senior Summer Donut Party, August 2, 5:30 pm, Howe Park
- C. Flyer: FEC Senior Slipper Sock Drive, July 1-October 22
- D. Flyer: FEC and Wing Chun Kung-Fu for All Ages
- E. CSDA 2024 Mid-Year Legislative Report
- F. Cal Matters: California Democrats Score Big Win as Supreme Court Blocks anti-tax Ballot Measure

## **10. RECESS TO CLOSED SESSION**

Chair Dias adjourned the public session for recess, to hold a closed session. The meeting was briefly recessed so attendees of the general session could leave the room, the closed session began at 7:48 pm.

## **11. REGULAR SESSION CALL TO ORDER/ROLL CALL**

Chair Dias re-opened the regular session at 9:23 pm.

Secretary Seaman stated the board met in closed session to discuss a personal item related to the annual evaluation of the General Manager, and no reportable action was taken.

Chair Dias re-opened the regular session to continue with Agenda Item 5.3 and 5.3.1.

Item 5.3 the Bond Measure continued with GM Ballus introduced Jon Isom to provide information and clarify open issues with our bond offerings. Jon Isom appeared via Zoom once the board reconvened from the closed session. GM Ballus asked Jon Isom to discuss and clarify the \$18.40 and the \$19 average tax rate.

Jon explained the resolution would provide information required for the bond measure and items that would show up on the sample ballot. Jon indicated that one of items required is a 75-word ballot language describing the dollar amount of the bond, the average tax rate, list of projects for the use of bond proceeds. The average tax rate of \$18.40, another part of the resolution is the tax rate statement which shows the highest tax rate to be in this case is \$19 per \$100k per value. Also, the resolution to include the total debt service repayment to be, and the reason for the highest tax rate of \$19 and the average is the \$18.40.

Jon Isom clarified the language needed for the bond offering and disclosure of projects such as construct, expand and improve existing structures, etc. He indicated that the list of projects should be more inclusive of projects and wish list of items to be included in our plans for the use of bond proceeds, even though not all items listed is required to be completed

After Jon Isom's presentation, Chair Dias amended the motion to include all the changes discussed during the meeting to adopt the amended resolution, and Director Higgins seconded the motion. The motion passes with a vote of 5-0-0-0.

Item 5.3.1 was taken up again and Secretary Seaman made a motion to accept the consulting services agreement with Isom Advisors and the motion was seconded by Chair Dias. The motion passes with a vote of 5-0-0-0.

**12. ADJOURNMENT**

With no further business, Chair Dias adjourned the meeting at 9:40 pm.

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