



FULTON-EL CAMINO RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS REGULAR MEETING

ITEM NO. 4.A - MINUTES

Thursday, November 16, 2023, 6:30 P.M.

2201 Cottage Way, Sacramento, CA 95825

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

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

2. ROLL CALL

Board Members:

Teresa Higgins, Chair - *Present*

Jessica Dias, Vice Chair - *Present*

Laura Lavallee, Secretary - *Absent*

Michael Seaman, Director - *Present*

Kathy Stricklin, Director - *Present*

Staff Members:

Emily Ballus - *Present*

Linda Montijo - *Present*

Mike Chahal - *Present*

Ryan Harder - *Present*

Becky McDaniel - *via Zoom*

Jayden Delfer - *Present*

Beth Johnson - *via Zoom*

Robin Romines - *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.

Carey Mastain, Guest spoke about the importance of protecting Creekside Nature Area. She lives near Cottage Park and currently does not have access to the Nature Area. She wants to know who is in charge and wants to know the status of access to the nature area. Chair Higgins stated that is one of the items that is in the process of being addressed, and since this topic is not on the agenda, she requested that this be on the agenda for the next meeting.

4. CONSENT ITEMS (Motion)

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

Director Seaman made the motion to approve the Consent items and Director Stricklin seconded the motion. Motion passed 4-0-1-0

5. PRESENTATIONS

5.1 Resolution for Recognition of Service for Superintendent of Administration Linda Montijo

The park district will present Superintendent of Administration Linda Montijo with a Resolution for Recognition of Service upon her retirement.

Chair Higgins requested a motion be made to present an award to recognize Linda Montijo for her service to the District. Director Seaman made the motion and Director Stricklin seconded. Motion passed 4-0-1-0. GM Ballus presented an award for recognition of service for Superintendent of Administration.

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

6.1 Updated General Bond Obligation Analysis

Jon Isom of Isom Advisors will provide an update on the next steps to place a general bond obligation measure on the November 2024 ballot.

John Isom provided an update with the next steps for moving forward with a general bond obligation Measure on the November 2024 ballot.

John presented the sample pooling numbers from the analysis and cited the pros and cons of issuing bonds. Director Seaman asked how ACA 1 might impact these plans. John indicated that if ACA 1 represents changing the threshold for passing bonds from 67 percent to 55 percent. Therefore, if the ACA 1 passes and the FEC initiative passes at 65% then District Measure succeeds. Should ACA1 not pass and FEC gets 65% in favor of the bond, then the bond initiative would fail GM Ballus indicated that San Jaun Unified School District has implied they may also have a bond measure on the ballot and asked how this might impact FEC. John indicated he believes it would not have an impact on the District.

6.2 Approve Rehoming the Edison Fourplex Tenants and Approve an Application for a Demolition Permit for the Site

The board will consider moving forward with the removal of tenants from the Edison fourplex and applying for a permit from the county to demolish that complex.

GM Ballus gave an update on ongoing code violations. She offered two options for the board: bring the property up to code or move forward with plans to demolish the fourplex. Otherwise, fines will begin to be assessed and accumulate beginning in 3-4 months per code enforcement. GM Ballus advised that this was discussed at the Facilities Committee meeting. Director Seaman gave an update from meeting and discussed the process of dealing with the tenants. GM Ballus asked the Board if they are comfortable with moving forward with having to give the tenants notice to move out. Chair Higgins reminded the group that this has always been the plan for the area when the property was purchased. Director Seaman made the motion to vacate the property and then demolish the facility. Director Stricklin seconded the motion. The motion passed 4-0-1-0.

7. INFORMATIONAL ITEMS (No Action Required)

7.1 General Manager's Report

The Board will review the General Manager's monthly report.

GM Ballus provided an update to the meeting she had with the head of the California Apartment Association.

GM Ballus stated that she and Mike Chahal are in the process of reviewing our internal accounting system for improvements in reporting and record keeping. Staff is reviewing QuickBooks or a similar system to work in conjunction with the County's COMPASS system. The goal is to be able to review financial results in real time to manage effectively, which is not possible with our current system.

Bohemian Park Expansion – No updates at this time.

LAFCO – elections results postponed with balloting extended through November 30, 2023, due to insufficient ballots submitted.

Jaden – gave an update on the Halloween Carnival. Recognized the Kiwanis Club and FEC maintenance staff for the hayride. Thanked Chair Higgins and Director Stricklin for participating in the event. Suggested this could become a marquee as 800 to 1000 people participated this year.

Upcoming Event - The Holiday Tree Lighting on Saturday, December at 4:00 – 6:30pm.

Safety Committee - Chief Johnson provided an update on training needs for the Police department. She has attended various board meetings of PD contracted services with other RPDs. These meetings provide valuable information for evaluating PD services.

GM Ballus presented to the Board a Senate Resolution given to former general manager Robert Conzelmann that Mr. Conzelmann believes belongs to the District. Mr. Conzelmann also donated \$1,000 to the Friends of FEC.

8. COMMITTEE REPORTS

Standing Committees:

a). Personnel and Finance – Chair, Director Teresa Higgins

Chair Higgins gave an update from the Finance Committee. The need for mid-year budget adjustment may be warranted due to unbudgeted expenses. This mid-year adjustment will take place in early 2024.

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

Director Seaman gave an update on the Facilities Committee regarding the Community Resilience Centers grant.

c). Security and Community Relations – Chair, Director Dias

No Comments or updates currently.

d). Park Advisory – Directors assigned to each park.

Chair Higgins gave an update on the Bohemian Park meeting. Many questions were asked regarding Park Expansion Community Center project and the funding of it. Meeting participants questioned why other parks lack activities while Howe Park has all the events.

Director Dias provide updates on the Cottage Park and Creekside Nature Area meeting. She indicated one patron suggested that at Cottage Park the van used to transport kids had an issue with the door. Staff indicated that the issue has now been resolved.

9. DIRECTORS' COMMENTS

Director Stricklin – that we work with Amy Hardware and have a sponsorship for next year's Halloween event.

Director Dias mentioned that she appreciated Linda and Linda will be missed. Chair Higgins echoed Director Dias's comment.

Chair Higgins asked GM Ballus to find out when the completion and access to the nature area might be as the project is temporary.

Director Seaman gave an update on the various meetings and shared a flyer with some updates. He also mentioned that he attended the Cal Expo meeting regarding opening a Hollywood Studio.

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

- A. General Bond Obligation Measures: Fair Oaks and Carmichael RPDs
- B. AB 334 CARPD Coalition Support Letter
- C. AB 334: Public contracts: conflicts of interest.
- D. Flyer: Festival of Lights/Tree Lighting, December 3, 2022
- E. Christmas Light Viewing

11. ADJOURNMENT

With no further business, Chair Higgins adjournment at 8:12pm.

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

APPROVED: _____
Teresa Higgins, Chair, Board of Directors

ATTEST: _____
Laura Lavalley, Secretary, Board of Directors