



## FULTON-EL CAMINO RECREATION AND PARK DISTRICT

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### BOARD OF DIRECTORS

<b>Teresa Higgins</b> Chair	<b>Michael Seaman</b> Vice Chair	<b>Kathy Stricklin</b> Secretary	<b>Laura Lavallee</b> Director	<b>Chris Fischer</b> Director
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### CONSENT AGENDA ITEM: Minutes 4.1

**THURSDAY, AUGUST 21, 2025**  
**6:30 PM**

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

#### 1. CALL TO ORDER – PLEDGE OF ALLEGIANCE

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

#### 2. ROLL CALL

##### Board Members:

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

##### Staff Members:

Emily Ballus, GM	Ryan Harder, Staff
Mike Chahal, Staff	Dounia Beshara, Staff - via Zoom
Jaden Delfer, Staff	Gavin Ralphs, District's Counsel

##### Public Attendees:

Steven J. Rohner, Park Patron	Steven Rice, District Resident
Sandy Bressler, District Resident	Jeff Morrow, Grant Presenter

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

##### **Items not on the Agenda**

Steven J. Rohner's visit was to request from the District to rescind the two illegal trespass violations that he received while visiting **Bellview Park (?)**. Mr. Rohner stated that he has been visiting our parks for the last 40 years. Mr. Rohner provided the Board with details on his visits to the park, starting early in the morning in his car and stated that he is not homeless and he does have a place where he stays overnight. Mr. Rohner, He stated that he does not litter. Mr. Rohner's comments to the Board were that he is an upstanding citizen and would like to have his two illegal trespass violations to be rescinded and be allowed back to the **Bellview Park (?)** where he enjoys spending time.

#### 4. CONSENT ITEMS (Motion)

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

- 4.1 Approve the Minutes of the July 2025 Regular Board & Committee Meetings
- 4.2 Accept Financial Activity
  - a. Summary Financial Statement of Activity YTD July 2025
  - b. Receive the Program Revenue and Refund Report for July 2025
  - c. Receive Revolving Fund Report for July 2025
  - d. Receive the Payroll Report for July 2025
  - e. Receive Claims for July 2025
  - f. Receive Parks, Recreation, Facility Rentals, and Security Report July 2025
- 4.3 General Manager's Monthly Update – None in August
- 4.4 Approve Amended Policies for Section 5000-Board of Directors Meetings

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

## 5. PRESENTATIONS

- 5.1 Presentation of FEC awarded grant from GSAA/USA Softball of Sacramento. \$2500 grant to help with Softball Facility.

Staff Delfer introduced Jeff Morrow who presented the \$2,500 grant for assistance to improve our softball facilities and program. Mr. Morrow, a past employee of the District, now with GSAA/USA Softball of Sacramento, is an avid supporter of our District and this grant received is much appreciated by the Board and Staff.

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

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

### 6.1 Adopt Resolutions Approving the 2025/26 Final Budget (Resolution-Motion)

The Board will review the Proposed Final Budget for 2025/26. The Board will consider adopting the final budget after hearing public comments and board discussion.

GM Ballus and Staff Chahal highlighted the key areas of the budget and noted that we have depleted our reserves due to issues related to the Park Police Department, and related issues during the past 2 years. The message conveyed was about the need to start establishing our reserves and this will be made possible due to passage of Measure Q Bonds.

#### Public Comments:

No public comments were made.

- a. Resolution 2025/26-4, Approving the Gann Appropriations
- b. Resolution 2025/26-5, Approving the General Fund Final Budget for 2025/2026
- c. Resolution 2025/26-6, Approving the Parks Maintenance and Recreation Improvement District (Assessment # 1) Final Budget for 2025/2026
- d. Resolution 2025/26-7, Approving the Parks Maintenance and Recreation Improvement District (Assessment # 2) Final Budget for 2025/2026

Director Lavallee made the motion to accept the four resolutions note above approving the GANN Appropriations along with the Final Budgets for 2025-2026 for the Funds 342A, 396A, and 396B. The motion was seconded by Chris Fischer, vote taken and the motion passed with a vote of 5-0-0-0.

**6.2 Approve Policy and Procedures Manual, Policy 3080, Procurement**

The Board will adopt the recommended update to the Board policy 3080.

Discussions were held regarding Policy 3080 and Director Lavallee made a motion to table the motion for approval of Policy 3080, the motion was seconded by Kathleen Stricklin. Vote taken and the motion to table the approval of Policy 3080, passed with a vote of 5-0-0-0.

**6.3 Approve FECRPD Services Agreement with Melton Design Group, Inc. as Project Manager for Measure Q Series A Projects.**

The Board will approve the contract with Melton Design Group for Greg Melton to be the Project Manager for the Measure Q Series A funding.

GM Ballus reviewed the contract for Melton Design Group as the master plan project manager to be funded by Measure Q. GM Ballus pointed out an error in the staff report indicating the fees not to exceed \$190,000, which should be not to exceed \$197,000.

Public Comments:

No public comments were made.

After further discussions, Vice Chair Seaman made the motion to approve agreement with Melton Design Group not to exceed \$197,000, the motion was seconded by Secretary Stricklin. Vote taken and the motion passes with a vote of 5-0-0-0.

**6.4 Approve the Measure Q Projects List**

The Board will approve the project list and estimated costs for Measure Q Series A.

GM Ballus presented the Measure Q Projects List broken out by phases. The list is a moving document, and changes may be needed regarding timing and other external factors.

Public Comments:

Steven Rice, Chair of the Bond Oversight Committee mentioned that the Senior Group which he is a part of is in favor of having an Amphitheater at one of our parks for concerts and events such as movies.

Discussions:

Vice Chair reviewed the park and provided his comments on things such as the small strip of land at Babcock Park, if purchased can be used for park signage. He would like to have a survey done on who owns the strip of land and their interest in selling it. Creekside Nature Area – would like to replace the bridge to be able to have maintenance vehicles to have access; Howe Park – repurpose the North Fields for parking.

Chair Higgins made a request to have a list for the next meeting with projects that are considered non-brainers so these projects can commence without further delay. Chair Higgins asked for motion which Vice Chair Seaman making the motion to approve the Measure Q List. The motion was seconded by Secretary Stricklin and vote taken and the motion passes with a vote of 5-0-0-0.

**6.5 Approve the Sacramento Sheriff’s Office Off-Duty Employer Application for Security Services**

The Board will approve entering an agreement with the Sacramento County Sheriff’s Department’s Off Duty Patrols for Security Duties in FEC Parks.

GM Ballus reviewed the contract with the Sacramento County Sheriff's Department Off-Duty Program.

Public Comments:

No public comments were made.

Discussions:

Discussions were held regarding services to be provided by the Sacramento County Sheriff's office Vice Chair Seaman stated he is not a fan of the Sheriff's office providing security services for our parks. His reasoning is that this falls under their jurisdiction to provide security and patrol for our parks. Director Fisher asked if a report exists that could provide where the problem areas are and where the Sheriff's spend their time.

GM Ballus stated that we do partner with Sheriff's office more so now since we no longer have a police department and they are very responsive to our requests and needs. Chair Higgins asked for a motion and Director Lavalley made the motion to accept approving the contract with the Sheriff's Off-Duty Program and the motion was seconded by Secretary Stricklin. The vote is taken and passes with a vote of 4-0-0-1, with Vice Chair abstaining.

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

7.1 Staff Report: - Measure Q: Bond Updates

**8. CORRESPONDENCE/ANNOUNCEMENTS**

- 8.1 Departments of Transportation, Housing and Urban Development, and Related Agencies Appropriations Bill, 2026
- 8.2 2026 Legislative Proposal Submission Forms Due September 9, 2025
- 8.3 FEC Flyers:
  - Free E-Waste Recycle, Saturday, September 6, 9a-1p, Howe Park
  - Adult and Senior Acrylic Canvas Painting, Wednesday, September 10, Cottage Park Center, 3097 Cottage Way

**9. COMMITTEE REPORTS**

- a. Personnel and Finance – Chair, Director Lavalley gave an update from the Finance Committee and noted that discussions were made regarding loan from Umpqua and the need to have it paid off, resulting in a cash flow savings of \$90,000 per year. Reviewed the reimbursement from the Bond proceeds for items that qualify under Bond expenditures of approximately \$226,00 included in the Budget. Also reviewed the Final 2025-2026 Budget.
- b. Programs, Facilities and Projects – Chair, Director Seaman gave a summary of items discussed at the PFP Committee, which was similar to items mentioned at the Personnel and Finance Committee. These were funds to be reimbursed from the Bond Funds. Revised the Measure Q Projects List.
- c. Community Relations – Chair, Director Stricklin – Did not meet.

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

No items of significance were mentioned.

**11. FUTURE AGENDA ITEMS/MATTERS INITIATED/ANNOUNCEMENTS BY GM**

No major items of significance were noted.

**12. ADJOURMENT**

Chair Higgins is adjourning the meeting at 11:32pm on the East Coast, 8:32pm Pacific time. Chair Higgins asked the Vice-Chair to sign any documents necessary from the meeting since she is remote Zooming in from the East Coast.

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

APPROVED: \_\_\_\_\_  
Teresa Higgins Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Kathleen Stricklin, Secretary, Board of Directors