



**FULTON-EL CAMINO RECREATION AND PARK DISTRICT**

**BOARD OF DIRECTORS REGULAR MEETING**

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

**Thursday, February 15, 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 - Absent  
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  
David Price - Present  
Beth Johnson – via Zoom  
Dounia Beshara – via Zoom

**3. PUBLIC AND VISITOR COMMENTS**

Andrew Ramos and W. Gavin Ralph of Bartkiewicz, Kronick & Shanahan, PC, are Districts Counsel and invited by GM Ballus regarding Agenda Item 5.1.

Jennifer Harris – Lacy Lane requested that the board put the Creekside Nature Area Lacy Lane access easement on the agenda. She also advised the board of a book which was recently released on the Arden Arcade history. Secretary Seaman recommended that the Lacy Lane easement be placed on a future board agenda.

**4. CONSENT ITEMS (Motion)**

- a. Minutes of the January 2024 Regular Board Meeting
- b. Total Payroll, Supplies, and Revenue Summary Graph Year to Date
- c. Program Revenue and Refund Report for January 2024
- d. Payroll Report for January 2024
- e. Claims for January 2024
- f. Revolving Fund Report for January 2024
- g. Services and Supplies Summary Report as of January 2024
- h. Monthly Department Breakdown for January 2024
- i. Parks, Recreation, Facility Rentals, and Security Report January 2024

Director Stricklin made a motion to approve the Consent Items and Secretary Seaman seconded the motion. The motion passed 4-0-0-1

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

### **5.1 Adopt Resolution 2023/2024–15 Amending District Policy and Procedures 5070, Rules of Order for Board and Committee Meetings**

The Board will consider approving the amended Policy 5070.

District Counsel Andrew Ramos and W. Gavin Ralph's of Bartkiewicz, Kronick & Shanahan, PC will provide a presentation on Rosenberg's Rules of Order

GM Ballus provided a brief background on the District's intentional informal process of conducting Board meetings. At the Chair's request, GM Ballus consulted with the district's attorney Andrew Ramos on board meeting rules of order. Ramos recommended and presented to the board Rosenberg's Rules of Order for parliamentary procedure. The Rosenberg's Rules are used by small Districts in lieu of Robert's Rules of Order, which can be cumbersome for boards.

Ramos and colleague Gavin Ralph gave a presentation on Rosenberg's Rule of Order. Ramos indicated Rosenberg's Rules allow for less than rigid meetings but with uniform procedures.

Director Higgins made a motion to adopt the Rosenberg Rules of Order and Director Stricklin seconded the motion. Chair Dias asked for any discussions on the motion and Secretary Seaman suggested that the as stated in the Agenda Item 5.1 to amend the District Policy 5070 as presented by the District's Counsel. After discussions, Director Higgins amended her motion to Adopt Resolution 2023/2024 -15 Amending the District Policy and Procedures 5070, Rules of Order for Board and Committee Meetings and adopt Rosenberg's Rules of Order. Director Stricklin seconded the motion, with no further discussions and the vote taken and motion passed 4-0-0-1.

Director Stricklin asked for a cheat sheet for the Directors.

### **5.2 Accept SMUD Shine Grant Award and Agreement**

The Board will consider approving the grant award funding and accompanying Agreement.

GM Ballus indicated that the District had received the 2024 SMUD Shine Grant in the amount of \$35k and for the shade structure for the Howe Park picnic rental area and asked for a motion to accept the grant.

Director Stricklin made the motion to accept the SMUD Shine Grant of \$35k and move forward with the Structure. Director Higgins seconded the motion, the vote taken and passed 4-0-0-1.

## **6. INFORMATIONAL ITEMS (No Action Required)**

### **6.1 Call for Nominations for the Board of Directors with the California Special Districts Association, Sierra Network Seat A**

Staff will provide the Board with materials for the CSDA call for nominations for the open board seat.

GM Ballus indicated this material is informational only to inform the board that a CSDA seat is open for nominations. Members can advise the board of their interest at the next meeting.

### **6.2 General Manager's Report**

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

GM Ballus report starts on Page 102 of the Board Packet.

GM Ballus asked Parks Manager D Price to give an overview of the pumps at Seely Park. Price provide a map illustrating the location of pumps. He indicated that the public has asked about sump pumps in the park; however, there are no sump pumps there. The pumps that are in the park are for the splash pad and irrigation only, not for removing water from the parks. Staff will continue to rely on small pumps to disperse excessive rainwater and counter flooding.

Secretary Seaman recommended that adding pump options be on the agenda in the next Programs, Facilities and Projects committee meeting and Personnel and Finance committee meeting for discussion.

## **7. COMMITTEE REPORTS**

### **Standing Committees:**

- a). Personnel and Finance - Chair Dias and Director Lavallee. Chair Dias indicated that she was briefed on district finances during the committee meeting on February 5, 2024.
- b). Programs, Facilities and Projects – Chair Seaman and Director Higgins. Chair Seaman mentioned the committee meeting on February 6, 2024, discussed most of the items on the agenda tonight. No other comments.
- c). Security and Community Relations – Chair Higgins and Director Stricklin - Director Stricklin mentioned the committee did not meet but did mention that everyone should be aware of Gang initiation taking place and lookout for graffiti.
- d). Park Advisory – Directors assigned to each park - No comments.

Director Seaman mentioned that the District can improve transparency for the public and recommended that standing committee meeting minutes be placed in the board packet for the public to review.

## **8. DIRECTORS' COMMENTS**

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

Director Seaman recommends that staff review the Master Plan to determine tree planting obligations and as several large trees have fallen during recent storms. GM Ballus mentioned that in the upcoming few months staff will present the 10-year capital improvement plan that will include Master Plan directives.

## **9. 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. Supervisor Rich Desmond's February News Bulletin
- D. CSDA: November 2024 Statewide Ballot Measures Affecting Special Districts

**10. ADJOURNMENT**

With no further business, Chair Dias adjourned the meeting at 7:57pm.

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