



FULTON-EL CAMINO RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS

Teresa Higgins Chair, Michael Seaman Vice Chair, Kathy Stricklin Secretary, Laura Lavallee Director, Chris Fischer Director

CONSENT AGENDA ITEM: Minutes 4.1

THURSDAY, JULY 17, 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 – via Zoom
Michael Seaman, Vice Chair - Present
Kathleen Stricklin, Secretary - Present
Laura Lavallee, Board Director - Present
Chris Fischer, Board Director – via Zoom

Staff Members:

Emily Ballus, GM
Mike Chahal, Staff
Robin Romines, Staff – via Zoom
Ryan Harder, Staff
Gavin Ralphs, District’s Counsel Staff

Public Attendees:

Steven Rice, District Resident
Joseph Blas, District Resident

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

Items not on the Agenda

Teresa Mast: District Resident who was not present, but a letter was sent to the Board to be read at the Board meeting. The letter was a request to expand the events and activities for age groups 50 years and older. The events and activities currently offered occur during the daytime when most 50-year-olds are working and cannot

4. CONSENT ITEMS (Motion)

a. Roll Call Voting Notice:

All votes will be conducted by roll call to ensure transparency due to remote board member participation.

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

comment.

- 4.1 Approve the Minutes of the June 2025 Regular Board & Committee Meetings
- 4.2 Accept Financial Activity
  - a. Summary Financial Statement of Activity YTD June 2025
  - b. Receive the Program Revenue and Refund Report for June 2025
  - c. Receive Revolving Fund Report for June 2025
  - d. Receive the Payroll Report for June 2025
  - e. Receive Claims for June 2025
  - f. Receive Parks, Recreation, Facility Rentals, and Security Report June 2025
- 4.3 General Manager's Monthly Update (under separate cover)

Vice-Chair Seaman made the motion to accept the consent agenda and Secretary Stricklin seconded the motion. The motion passed with a vote of 4-0-0-1 (Ayes, Noes, Absent, Abstain). Director Lavallee abstained due to not having time to review the consent agenda.

Vice-Chair Seaman had questions and some comments on item 4.2b regarding Little League refunds. He stated that the refunds appear to be high for the event and would like to know the cause. GM Ballus and Staff Harder were due to missing several games due to lack of participants and various issues and a refund of fees was made for goodwill and start the preparation for next season to be a success.

## 5. PRESENTATIONS

None

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

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

### **Roll Call Voting Notice:**

All votes will be conducted by roll call to ensure transparency due to remote board member participation.

### **6.1 Public Hearing, and Approval of Resolutions Approving the Engineer's Report, Confirming Diagram and Assessment Ordering Levy of Assessment for Fiscal Year 2025-2026 for the Parks Maintenance and Recreation Improvement Assessment Districts**

GM Ballus introduced Brandon Vanleuven of SCI Consulting Group to present the Engineer's Report and to answer questions regarding Levy of Assessment for FY 2025-2026.

Brandon Vanleuven presented the Engineer's report and noted that the District take the allowable 3% CPI increase for both assessments. The presentation includes the following resolutions to be approved of by the Board to proceed with submitting the report to the County Assessor's Office. of Assessment Districts.

- a. Resolution 2025/26-1, Confirming Diagram and Assessment and Levy of Assessment for Fiscal Year 2025-26 for the Fulton-El Camino Parks Maintenance and Recreation and Improvement District (Assessment #1)
- b. Resolution 2025/26-2, Confirming Diagram and Assessment and Levy of Assessment for Fiscal Year 2025-26 for the Fulton-El Camino Parks Maintenance and Recreation Improvement District (Assessment #2)

### Public Hearing Comments:

Chair Higgins opened the meeting for public comments. No public comments were made.

### Discussions:

Chair Higgins stated that this is a yearly process that we conduct each year and asked for a

motion to accept the resolutions stated above. Director Lavallee made the motion to accept the Resolution 2025/26-1 and Resolution 2025/6-2, the motion was seconded by Secretary Stricklin. Vote taken and motion passes with a vote of 5-0-0-0.

## **6.2 Resolution Adopting July 2025 as Parks Make Life Better Month**

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

### Public Hearing Comments:

Chair Higgins opened the meeting for public comments. No public comments were made

Secretary Stricklin made the motion to adopt the Resolution for the promotion of Parks Mak Life Better, and the motion was seconded by Vice-Chair Seaman. The vote taken and the motion passes with a vote of 5-0-0-0.

## **6.3 Approve Policy and Procedures Manual, Policies Section 5000, Board Meetings**

The Board will adopt the recommended update to the Board 5000 section policies.

GM Ballus deferred to Counsel Gavin Ralphs to present the policy. Counsel stated that he will present the new policy as previously made with the Section 4000, and the Section 5000 deals with Board Meetings, which is updated and replaced with the old policy. The Section 5000

incorporates the Rosenberg's Rules of Order which were presented to the Board and adopted during the past year. The new policy incorporates the Rosenberg's Rules of Order in the past year and has been adopted and adopted by the Board.

Chair Higgins stated that she highlighted certain things and needed some clarification on some items, such as the change in dates, Special meetings and Emergency meetings of Board and other simple procedural items. Counsel provided some clarifications on Special and Emergency meetings. The Special meetings require a 24-hour notice to be posted and the Emergency meetings do not require such notice.

Vice-Chair Seaman stated he would like to make a motion to approve all changes and subject to discuss making modifications to the motion as needed. Confusion arose regarding the frequency of meetings and the related posting requirements, conducting meetings over Zoom, and removable of participants/public attendees from the Board meeting for disturbances. Discussions were also revolved around requirements of Standing Committee, Ad-hoc, and Advisory meetings, such as agenda postings and reporting requirements.

### Public Hearing Comments:

Steven Rice: Chair of the Measure Q Advisory Committee, questioned whether the Measure Q Advisory Committee is subject to the Brown Act?

Chair Higgins recommends GM Ballus and Counsel revise as necessary all the issues raised under Section 5000 and to table these until the next meeting. Vice -Chair Seaman made a motion to table the issues raised until the next Board meeting, and the motion was seconded by Secretary Stricklin. The motion passes with a vote of 5-0-0-0.

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

### **7.1 Staff Report: Measure Q: Bond Updates**

GM Ballus provided an update on the progress of our Bond sale. GM Ballus referred to the attachment in the Board packet. GM Ballus provided updates as of today's activities surrounding our Bond Sales, which favorable economic conditions gave rise to interest rates

and had a favorable impact on sales orders for our Bonds. The bottom line is that we received \$17.4 million in orders from seven different buyers and received better rates for the taxpayers. GM Ballus stated on about July 30<sup>th</sup>, 2025, we will receive \$7,800,000 deposited in our account. GM Ballus will have our \Bond Advisors attend one of our Board Meeting and educate us on the process and the outcome.

Vice-Chair Seaman asked when we will have a list of projects to spend the Bond funds and when will the Bond Advisory Committee meet. GM Ballus mentioned the list will be provided at the next Board meeting, and the Bond Advisory Committee has not met

Chair Higgins asked GM Ballus to provide a list of potential projects. GM Ballus agreed and stated that we are in the process of pricing some projects.

## **8. CORRESPONDENCE/ANNOUNCEMENTS**

8.1 CSDA July 2025 Take Action Brief

8.2 Disability Pride Month – Clean Up at Cottage Park Flyer

8.3 Congressman Ami Bera Letter for 2026 Community Project Funding Requests  
15 submitted projects to the House Appropriations Committee

8.4 CSDA: Should the State of California Regulate Your Gates?

8.5 Governor Newsom Signs Broadest CEQA Reform Ever To Boost Affordability & Cut Red Tape

8.6 CARPD Advocacy in Action – Update on SB 499

## **9. COMMITTEE REPORTS**

a. Personnel and Finance – Chair, Director Lavallee – gave an update on June Financials and various staffing scenarios for improved efficiency. No recommendations with staffing changes which still need further analysis. Discussion regarding paying off our debt and eliminating approximately \$90,000 per year in payments. The total amount of debt is approximately \$850,000.

b. Programs, Facilities and Projects – Chair, Director Seaman – mentioned the meeting held on June 13<sup>th</sup>, 2025, an update was provided at the last Board Meeting on June 17, 2025.

c. Community Relations – Chair, Director Stricklin – gave an update on Babcock Park Re-Opening which is anticipated to be at the end of August; Director Fischer mentioned that discussions surrounding the FEC 70<sup>th</sup> Anniversary Celebration and whether to have it or wait until the 75<sup>th</sup> anniversary, and it was agreed to proceed with 70<sup>th</sup> Anniversary. Discussions on the small piece of property next to Babcock which require some research on ownership and status.

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

Director Lavallee – No comments or updates.

Vice-Chair Seaman – Gave an update from the CARPD Legislative meeting and various bill discussed, especially a committee to be formed on Youth Sports to determine what needs to be done to enhance the programs; Senate Bill 707, a brown act provision which may be burdensome on Special Districts and may result in additional costs; ran into Sacramento City Council member Roger Dickinson and discussed the Babcock project with respect to having a ribbon cutting ceremony and the small piece of land with potential joint ownership with the City. Vice-Chair Seaman asked GM Ballus to touch base with him to future projects.

Secretary Stricklin – No comments or update.

Chair Higgins – mentioned the gathering held at Seely Park on July 3<sup>rd</sup>, for fireworks and discussed with GM Ballus on having it as FEC events Fireworks at Seely Park.

Director Fischer – No comments or updates.

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

No Announcements.

**12. THE GENERAL MANAGER**

GM Ballus referred to Staff Harder on having Disability Pride Month Cottage Park clean-up on Saturday July 26<sup>th</sup>. Staff Harder mentioned that last year it was held at Howe Park, and we had three State Organizations join us, and this year at Cottage Park we have six State Organizations joining us to clean the walking area around the park and the creek bed which are the areas of focus between 8am to 10am.

Director Fischer mentioned that his wife Annie works at the Department of Managed Health Care and she and her colleagues helped with getting them involved with the clean-up.

Chair Higgins asked GM Ballus on any other items to report, and she stated that our Westwood is beginning the Bohemian Park project with respect to soil sampling and other tasks necessary as required.

GM Ballus mentioned that Governor Newsom signed two budget bills into law that implement major reforms to the California Environmental Quality Act (CEQA), and asked Westwood on the financial impact to our District since one of our parks is impacted.

GM Ballus stated that we will be having a ribbon cutting with SMUD on the Solar Structure and the Gazebo at Santa Anita Park will begin soon.

**13. ADJOURNMENT**

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

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