

FINAL

**MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE
FOR FULTON-EL CAMINO RECREATION AND PARK DISTRICT**

JUNE 2009

**Sacramento Local Agency Formation Commission
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6/3/09

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<i>Attachment A</i>	District Organization Chart
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INTRODUCTION

Background

Fulton-El Camino Recreation and Park District is an independent recreation and park district in the northeast portion of Sacramento County.

- **Mission:** Enhance the quality of life for the community by providing park facilities and recreation programs of exceptional quality while maintaining and protecting parklands for future generations.
- **Boundary:** Watt Avenue to the east, Arden Way to the South, Interstate 80 to the North and West.
- **Population:** 32,000 in an area of 5.25 square miles

History

Fulton-El Camino Recreation and Park District was formed in 1955 as a Recreation and Parkway District to provide land and recreation opportunities for a growing suburb of Sacramento County. The name was officially changed to *Fulton-El Camino Recreation and Park District* in 1958. The district was established and still operates under authority of the Public Resources Code Article 4, Chapter 3, Division 5.

Today, the District maintains 8 developed park sites with a total of 76 plus acres and 2 undeveloped acres. It is governed by a 5 member Board of Directors which is elected during the November election period and serves for 4-year staggered terms.

Service Area

Fulton-El Camino Recreation and Park District is located within the Sacramento Metropolitan Area, about six miles north-east of downtown Sacramento. It encompasses the northwest portion of the unincorporated community of Arden-Arcade and a small portion of North Sacramento within the City of Sacramento. The service area is predominantly residential with scattered commercial development. The land in the District consists primarily of older residential areas inter-mixed with some relatively new single and multi-family developments and commercial uses.

The district has no plans for substantial park sites acquisition for future park expansions. However, the District is interested in acquiring the surplus school property known as Creekside Elementary School. The Board of Directors has determined that the resident population is underserved in that area.

Management and Employment Structure

Management Structure

Fulton-El Camino is an independent district managed by a five-member Board of Directors that are all elected at-large for 4 year terms. The directors do not need to be property owners, but do need to be registered voters living within the District boundaries. The Board creates policy for the district and employs a General Manager, who in turn hires the staff that operates the programs and conducts the maintenance of the parks and facilities.

The Fulton-El Camino Recreation and Park District Board of Directors usually meet once monthly in an open meeting held 6:30 pm on the third Thursday of the month. The meetings take place at the Conzelmann Community Center. The meetings are noticed per Brown Act requirements and are held in a space large enough for the public to attend and participate.

The District's Board of Directors is compensated \$100.00 per regular or special Board meeting with a maximum of 2 meetings compensated each month. Each director is reimbursed for actual out-of-pocket travel expenses for District related travel. There are no benefits that extend beyond their term of service.

Outreach

Outreach techniques used by the District are maintaining a website, distributing a quarterly activity guide, flyers to schools, and newsletters regarding new developments and different programs in the community. District residents are notified of activities and events through published recreation guides and calendars that are mailed out periodically through out the year and also through the district website. The District also works directly with residents and local organizations and businesses through workshops and events.

Employment Structure

The Fulton-El Camino Recreation and Park District employs from 50 to 120 full time and part time employees, all of whom are unrepresented. There is one executive, three management, five professional and five operational employees. In addition to these full-time positions, the District employs from 36 to 106 seasonal workers. The Assistant General Manager position has remained vacant during the past three years. The District performs a classification and salary survey regularly in order to determine and compare District salaries to the local recreation & park district market trends.

For more detailed information, please see attached Organizational Chart.

Employee training is handled within each responsible department. The District provides an employee handbook for all employees. Aquatic employees are all Red Cross CPR and Title 22 First Aid certified and all Lifeguards are Red Cross certified. Personnel policies are set by the directors and each department is given a training budget.

The Fulton-El Camino Recreation and Park District has received multiple recognitions for their participation in Relay for Life, Creekweek Cleanup, and Providing AARP Tax Service at the community center for free tax preparation for seniors and low income residents. Also, it has been recognized to have a fine new facility in the Seely Splash Park Center.

Determination

The District has an adequate management structure, staffing, and facility sharing arrangements to ensure efficient management and provide parks and recreational service to the community at a reasonable cost. The District is efficiently structured and organized. The District provides the public with adequate information and opportunity for input and involvement in District Activities.

DISTRICT SERVICES

Services Provided

Fulton-El Camino provides park-land and organized activities to serve the recreational needs of residents. Parks developed by Fulton El-Camino fall into four categories – (1) Neighborhood parks; (2) Community parks; (3) Special Use areas; and (4) Open Space Areas.

Existing **neighborhood parks:**

- 4 to 8 acres each
- Designed to serve residents within one-half mile radius
- Provide recreational amenities like children playground equipment, multi-use sports fields, picnic area and open grass areas for passive use
- Total 5 in the district, accounting for 30.7 acres

Existing **community parks:**

- 7 to 38 acres each
- Designed to serve residents within 1-2 mile radius
- Provide more extensive onsite parking, a community center, lighted sports fields, pools and recreation centers
- Total 2 in the district, accounting for 45.5 acres

Existing **Special use areas:**

- No minimum sizes
- Provide freestanding specialized facilities such as community gardens, single purpose sites used for field sports or sites occupied by buildings.
- There are no existing special use areas in the district.

Existing **Open use areas:**

- No minimum sizes
- Total 1 in the district, accounting for 1.90 acres

Summary of District Park and Recreational Areas By Type Fulton-El Camino Recreation and Park District Master Plan

Park Areas	Total Acres	Percent Developed
Neighborhood Parks		
Babcock Park	5.30	100%
Bellview Park	4.30	100%
Bohemian Park	8.20	100%
Santa Anita Park	7.70	100%
Seely Park	5.20	100%
Subtotal	30.7	

Park Areas	Total Acres	Percent Developed
Community Parks		
Cottage Park	7.50	100%
Howe Park	38.00	80%
Subtotal	45.50	
Special Use Areas		
None	0.00	
Subtotal	0.00	
Open Space Areas		
Creekside Nature Area	1.90	10%
Subtotal	1.90	
TOTAL	78.10	

**Summary of Recreation Lands by Type (District Only)
Fulton-El Camino Recreation and Park District Master Plan**

Park Area Services Matrix	Reg. Baseball Fields	Youth Base/softball Fields	Reg. Softball Fields	Soccer Fields	Open Play Areas	Tennis Courts	Volleyball Courts	Basketball Courts	Playground Areas	Shelter Buildings	Picnic Areas	Restrooms	Parking Spacs	Pathway/Trails	Natural Areas	Indoor Facilities	Other
Neighborhood Parks																	
Babcock Park		1			1			1	1		1		1	1			
Bellview Park					1			1	1		1		21				
Bohemian Park					1	2		1	2								
Santa Anita Park					1												
Seely Park					1			1	2		1	1	14				Pool
Community Parks																	
Cottage Park					1	2			2		2	1	86				Com. Ctr. Pool
Howe Park	1	1	2	3	5	8	2		2	1	5	2	188		1		Pond, Gazebo
Special Use Areas																	
None																	
Open Space Areas																	
Creekside Nature Area						2											

At the above sites, *Fulton-El Camino* offers a full range of recreational activities, including leisure enrichment classes, neighborhood recreation programs, camp programs, adult sports, teen programs and senior adult programs. In addition, these recreation and park sites have various sports fields, dog parks, picnic area, playgrounds, and a Community Clubhouse that residents have access to. *Fulton-El Camino* also programs adult and youth sports at Loretto High School and Leo Palmiter R.O.P.

The District leases event spaces at community parks around the District. *Fulton-El Camino* also rents out a variety of facilities to suit recreation, or business needs. Demand

for these spaces is steady – rooms and picnic areas are routinely rented, especially for weddings and large meetings. The following is a description of Fulton-El Camino’s large event rental facilities for weekday and weekend use:

Event Space	Location	Weekend/Weekday	Room Capacity Assembly & Dining	Additional Amenities
Richard T. Conzelmann community center - Howe Park	2201 Cottage way	Classroom, Boardroom, Auditorium	8-12 30-40 100-300	Kitchen, banquet tables, dressing room, stage

In addition, *Fulton-El Camino* rents out the following outdoor spaces around the district:

Event Space	Location	Room Capacity Assembly/Dinning	Additional Amenities
Howe Park ➤ Picnic Area ➤ Pond Gazebo	2201 Cottage way	300	Barbeque pit, built-in tables and chairs
Cottage Park ➤ Cottage Picnic area ➤ Cottage Pool	3097 Cottage way	40	Barbeque Pit, picnic tables and chairs Indoor and outdoor shower facilities, a slide, 1 meter diving board, shaded seating area., parking lot
Seely Park	3000 Pope Ave	16	Water splash park, basketball court & picnic area with tables and chairs
Bohemian Park Picnic Shelter (New)	Wright and Yellowstone	30	Gazebo, creek, Picnic tables

The District is currently partnered with San Juan Unified School District, Sacramento City Office of Education, Community Collaborative and various community organizations that help to improve services and maximize efficiency in the area. Besides providing park facilities, the District provides services located outside agency boundaries within the Arden Manor Recreation and Park District. The existing service capacity of Fulton El-Camino Recreation and Park District is based on a minimum of 3 acres per 1,000 population.

Service Demand

Fulton-El Camino measures service demand and infrastructure needs with different methods. The identification of the recreation demand primarily occurs through identifying needs in terms of total acres or number of facilities and then develops a standard that reflects that need. Others include a comparison to the NRPA Standards, a comparison to other similar communities, land availability, results of the Fulton-El Camino Recreation and Park District survey, national trends, financial feasibility and a look at areas of Fulton-El Camino Recreation and Park District that are not now being served by parks and open space. Most of the programs currently have adequate participation, indicating there is a demand for what the District offers. The district would like to obtain the surplus Creekside School to be able to offer an additional Community Center, soccer fields, and a community garden. The District would also look to partner with other agencies to take full advantage of the facility. Through Surveys and Public input through community meetings, the District has had multiple requests to build a skate park and a gymnasium for indoor basketball and volleyball.

Summary of Existing and Future Park and Facility Needs
Fulton-El Camino Recreation and Park District Master Plan

Area or Facility	Existing Inventory	Current Demand	Year 2010 Demand	Additional Need (Year 2010)
Areas				
Neighborhood Parks	30.7	34.9	37.6	(0.6)
Community Parks	45.5	34.9	37.6	(0.4)
Special Use Areas	0.00	4.6	4.9	4.9
Open Space Areas	1.90	1.7	1.9	0.0
Total				
Facility				
Youth Baseball Fields	2	8	8	0
Softball Fields	3	3	3	0
Soccer Fields	3	4	4	0
Tennis Courts	14	12	12	(2)
	None	5.2	5.6	5.6

Based on an existing population of 28,881 and a forecasted year 2010 population of 31,511.

Determination

The District is able to appropriately gauge the demand and provide parkland, recreational facilities, and recreational programming to meet the needs of the community. The District provides adequate levels of service for parks and recreational facilities. However, the district indicates that there is shortage of parks and services in all neighborhoods, especially the Creekside neighborhood and the District is currently pursuing acquisition of closed school property in the area.

INFRASTRUCTURE

Capital Improvement Projects

The Fulton-El Camino Parks Maintenance & Improvement District passed by a vote of the property owners in March 2000. This funding is designed for general park maintenance and improvements including supporting the Ranger program and paying for water and utility bills. Capital projects may be completed in a pay as you go method and may include playground enhancements, pathway repairs and improvements to various parks.

Infrastructure needs are determined by members of the Board of Directors, community groups, park neighbors, stratified random sample surveys, and using the District's Master Plan. The district identifies that there is shortage of parks and services in the Creekside neighborhood and is pursuing acquisition of closed school property in the area. There are tennis courts that are underutilized and the District is seeking partnership with other organizations to refurbish and share the courts. The district would like to obtain the surplus Creekside School to be able to offer an additional Community Center, soccer fields, community garden and Bohemian Park community center.

Infrastructure Duplication

Fulton-El Camino Recreation and Park District services are integrated with other agencies, including the San Juan Unified School District and Arden Manor Recreation and Parks to improve services and maximize efficiency. But the District believes that there is no duplicate infrastructure in the area.

Emergency Facilities

The District is currently working with Federal Emergency Management Agency (FEMA) to inventory the capacity to provide services in the event of an emergency. The Park Rangers Division that was organized in 1982, issues citations for misdemeanor and infraction violations of state, city, county, or district laws, regulations, or ordinances citations under the California Public Resources Code, Section 5782.26. Since 1982, the program has increasingly focused on law enforcement issues.

Determination

The District is able to appropriately gauge the demand and provide parkland, recreational facilities, and recreational programming to meet the needs of the community. The district indicates that there is shortage of parks and services in the Creekside neighborhood. There are tennis courts that are underutilized. The District is proactively seeking partnership with other organizations to refurbish and share the courts.

FINANCE

Revenue Sources

The following are Fulton-El Camino Recreation and Park District's main revenue sources:

1. General Fund
2. Statewide Park Bond 2000
3. Landscape and Lighting Act
4. General Obligation Bond
5. Special Serial Levy
6. Revenue Bonds
7. Certificates of Participation
8. HUD Block Grants
9. Donations
10. User Fees and Rentals
11. Private Grants and Foundations
12. Land and Water Conservation Fund
13. Sacramento Housing and Redevelopment Program
14. Joint Public/Private Partnership
15. Intermodal Surface Transportation Efficiency Act (ISTEA)
16. Natural Resource Conservation Service (NRCS) Emergency Watershed Protection (EWP)
17. Other NRCS Programs
18. California Department of Fish and Wildlife (ODFW)
19. US Fish and Wildlife Service (USFW)

Based on the economic climate and the financial situation of the District, the funding strategy proposed is a pay-as-you-go approach. The District will utilize funds from the District General Fund, the second Landscape and Lighting District, the State Park Bond and the grants from the Sacramento County Housing and Redevelopment Agency. These funding sources will be supplemented, to the maximum extent possible, by outside grants and donations.

Funding Sources (6-Year Program) Years 2001-2006 Fulton-El Camino Recreation and Park District Master Plan

Sources	Amount
Landscape and Lighting Act #2 (Assume 60,000 annually for Capital Development)	\$360,000
Property Tax (25,000 annually)	\$150,000
Park Bond	\$180,000
Housing and Redevelopment Agency	\$96,000
Grants (Average \$10,000 annually)	\$60,000
Donations (\$5,000 annually)	\$30,000
Total Funding Sources	\$876,000

Expenditures by Park - Years 2001-2006
 Fulton-El Camino Recreation and Park District Master Plan

Project	Cost	Percentage of Total
Bellview Park	\$12,000	1.4%
Bohemian Park	\$12,000	1.4%
Creekside Nature Area	\$12,000	1.4%
Cottage Park	\$137,000	15.6%
Howe Park	\$262,000	30.0%
Seely Park	\$382,000	43.5%
Santa Anita	\$47,000	5.3%
Unappropriated	\$12,000	1.4%
TOTAL	\$876,000	100.0%

Revenue Constraints

The District faces significant constraints for current and future service levels, especially by property values and the Gann limit. However, Fulton El-Camino is proactively seeking opportunities to partner with community groups and other agencies to minimize cost and insure the preservation of viable park spaces.

Joint Facilities

The District provides recreation staff to San Juan Unified School District and Park Police Patrol to Carmichael Recreation and Park District and Arden Manor Recreation and Park District. There has been an ongoing discussion with San Juan Unified School District and Fulton-El Camino for facility sharing, but there is no final agreement yet.

Revenue Opportunities

The District indicates that there will be a decrease in property tax revenue due to the severe downturn in the real estate market. The District is aggressively pursuing grant opportunities to improve parks and buildings in anticipation of the release of economic stimulus funds by State and Federal governments. The Districts also noted that it will work with the County of Sacramento to budget the revenues in line with their expectations, and budget expenses accordingly. Fundraising events are sometimes able to alleviate the costs of few district programs

Determination

The District's ability to generate revenue is limited by property values and the Gann limit. The District is proactively seeking opportunities to partner with community groups and other agencies to generate revenue by minimizing cost that will insure the preservation of viable park spaces.

SUMMARY OF DETERMINATIONS

Management

The District has an adequate management structure, staffing, and facility sharing arrangements to ensure efficient management and provide parks and recreational service to the community at a reasonable cost. The District is efficiently structured and organized. The District provides the public with adequate information and opportunity for input and involvement in District Activities.

District Services

The District is able to appropriately gauge the demand and provide parkland, recreational facilities, and recreational programming to meet the needs of the community. The District provides adequate levels of service for parks and recreational facilities. However, the district indicates that there is shortage of parks and services in all neighborhoods, especially the Creekside neighborhood and the District is currently pursuing acquisition of closed school property in the area.

Infrastructure

The District is able to appropriately gauge the demand and provide parkland, recreational facilities, and recreational programming to meet the needs of the community. The district indicates that there is shortage of parks and services in the Creekside neighborhood. There are tennis courts that are underutilized. The District is proactively seeking partnership with other organizations to refurbish and share the courts.

Finance

The District's ability to generate revenue is limited by property values and the Gann limit. The District is proactively seeking opportunities to partner with community groups and other agencies to generate revenue by minimizing cost that will insure the preservation of viable park spaces.

CONCLUSION

Fulton-El Camino Recreation and Park District meets constituent demand in its 5.25 square-mile area. It strives to satisfy the recreational needs of the community by providing a wide range of facilities and opportunities to enrich the quality of life. In relation to these efforts, the residents of Fulton-El Camino have roughly equal availability to the District's community programs. However, there is shortage of parks and service in the District is seeking partnership with other organizations to increase the services provided. The District's Master Plan, along with the annual budget, continues to serve as the basis upon which the District will expand to meet the growing service level needs of the citizens in the community.

FULTON-EL CAMINO RECREATION AND PARK DISTRICT

Parks and Recreation – Urban

Address: 2201 Cottage Way
Sacramento, CA 95825-1022

Phone: (916) 927-3802
Fax: (916) 927-3805
Web site: www.fecrecpark.com
Email: rimai@fecrecpark.com

Administrative Officer: Roy Imai, Administrator

Fiscal Data: (2006-07)
Budget: \$2,474,622
Gann Limit: \$3,795,495

No. of Acres Developed/Underdeveloped: 78.1/1.9

No. of Parks: 8

Locations:

1. Bellview Park – El Camino and Howe Avenue
 2. Bohemian Park – Wright and Yellowstone Streets
 3. Cottage Park – 3097 Cottage Way
 4. Creekside Nature Area – 2641 Kent Avenue
 5. Howe Park – 2201 Cottage Way
 6. Santa Anita Park – 2000 Bell Street
 7. Seely Park – 3000 Pope Avenue
 8. Babcock Park – 2400 Cormorant Way
- Owned by City of Sacramento

Square Miles: 5.25

Population: 32,000

Service and Operation Data:

1. Authorized and actually performed: Park and Recreation services.
2. Latent powers: Park Police Ranger Program providing Law enforcement in the parks and at community events. Partner with San Juan Unified School District to provide recreation leaders for their Bridges after School Program.

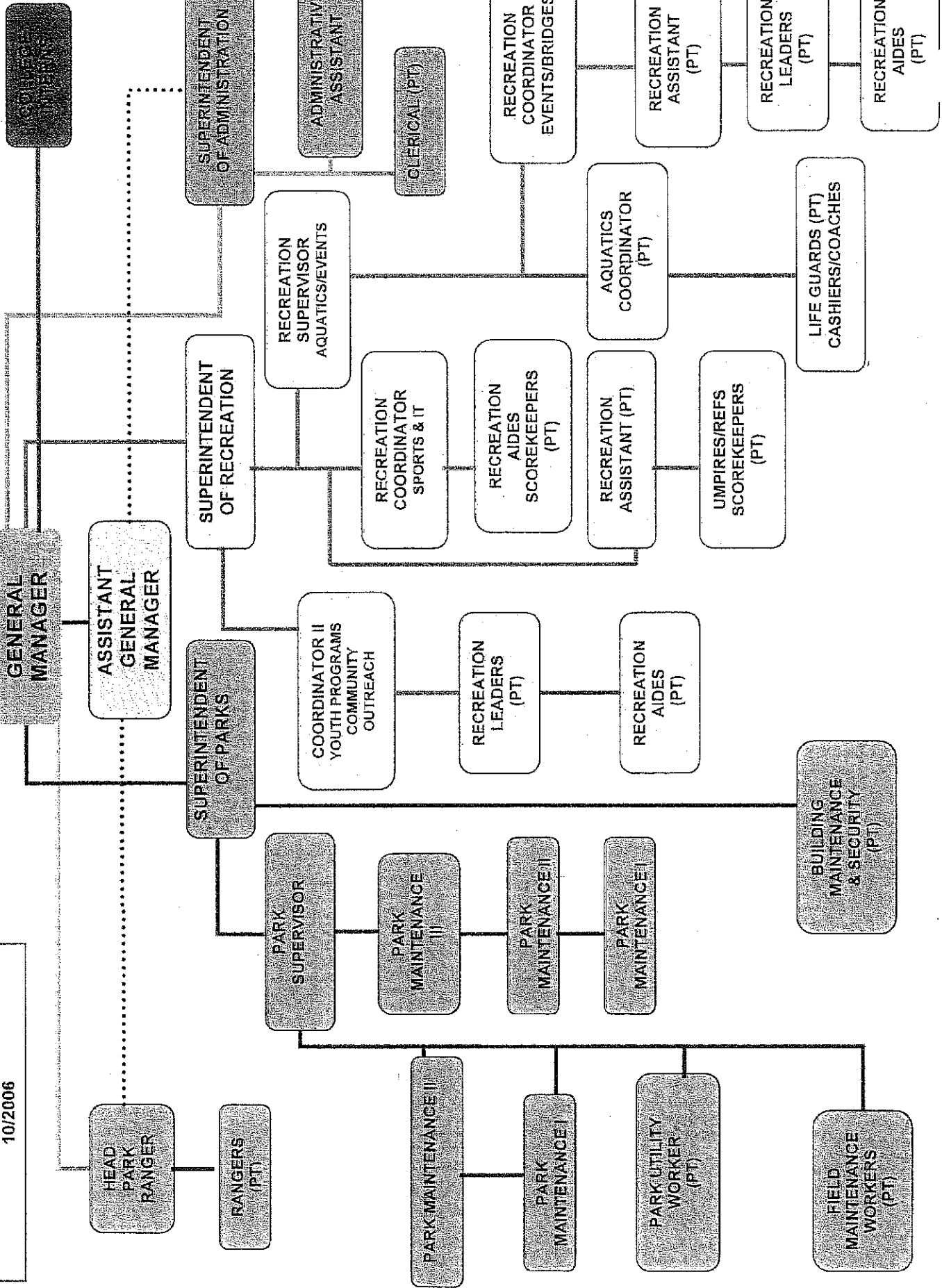
Location: Urban – Arden-Arcade, Swanston Estates and Arden Fair.

Historical and Political Data:

1. Established January 30, 1956.
2. Enabling Act: Public Resources Code, Section 5780.
3. Governing Body: Board of Directors.
4. No. on Governing Body: 5 with 4-year staggered terms.
5. Elected in November General Election.
6. Board meets 3rd Thursday of the month at 6:30 p.m. in the Conzelmann Community Center.
7. Registered voters: 13,516

ATTACHMENTS

FULTON-EL CAMINO
 Recreation & Park District
 ORGANIZATIONAL CHART
 10/2006



DISTRICT FACILITY MAP

Fulton-El Camino Recreation and Park District

1. LEO PALMITER R.O.P.
(2040 Ethan Way)
Gymnasium

2. BABCOCK PARK
(2400 Cormorant Way)
Playground Apparatus
Basketball Court
Free Play Area
Off Street Parking

3. BELLVIEW PARK
(Howe Near El Camino)
Playground Apparatus
Basketball Courts
Free Play Area
Off Street Parking

4. BOHEMIAN PARK
(Wright & Yellowstone)
Playground Apparatus
Tennis Courts (2) – Lighted
Coin Operated
Basketball Courts
Picnic Table – Barbecues
Free Play Area
Creek
Street Parking

5. SEELY PARK
(3000 Pope Avenue)
Splash park
Playground
Basketball Court
Open Play Area
Picnic Tables – Barbecues
Shade Structure
Walking Path
Rest Rooms
Off Street Parking

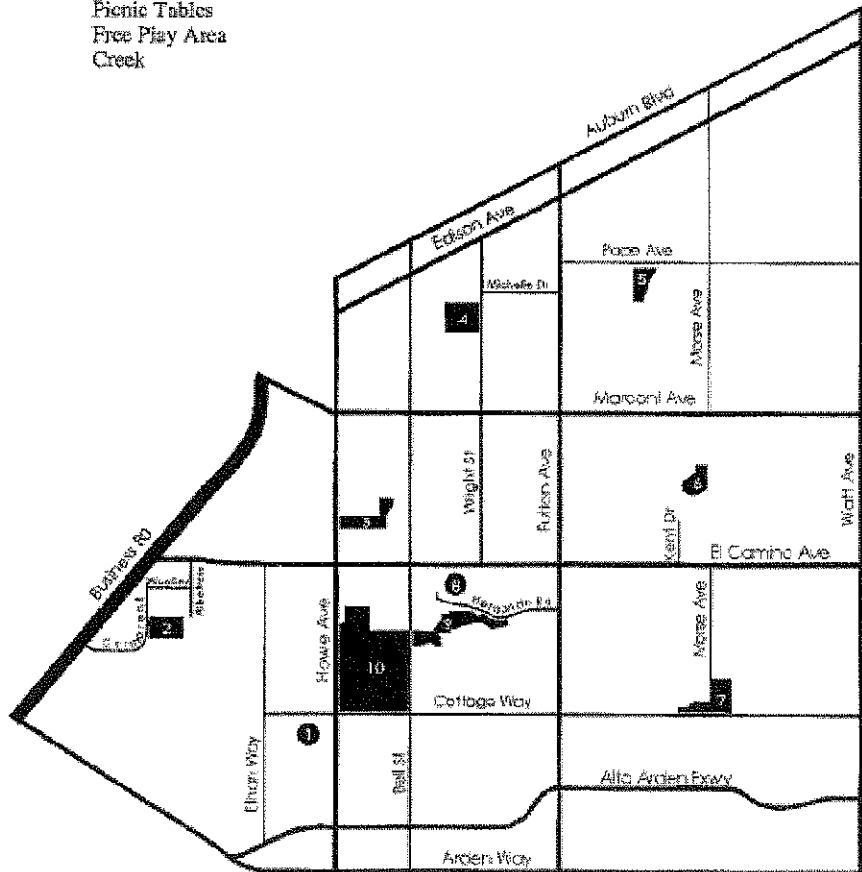
6. CREEKSIDE PARK
(2641 Kent Avenue)
Playground Apparatus
Surfaced Game Area – School
Basketball Courts – School
Softball Diamonds – School
Nature Area
Free Play Area
Creek

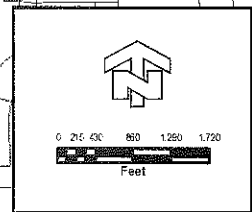
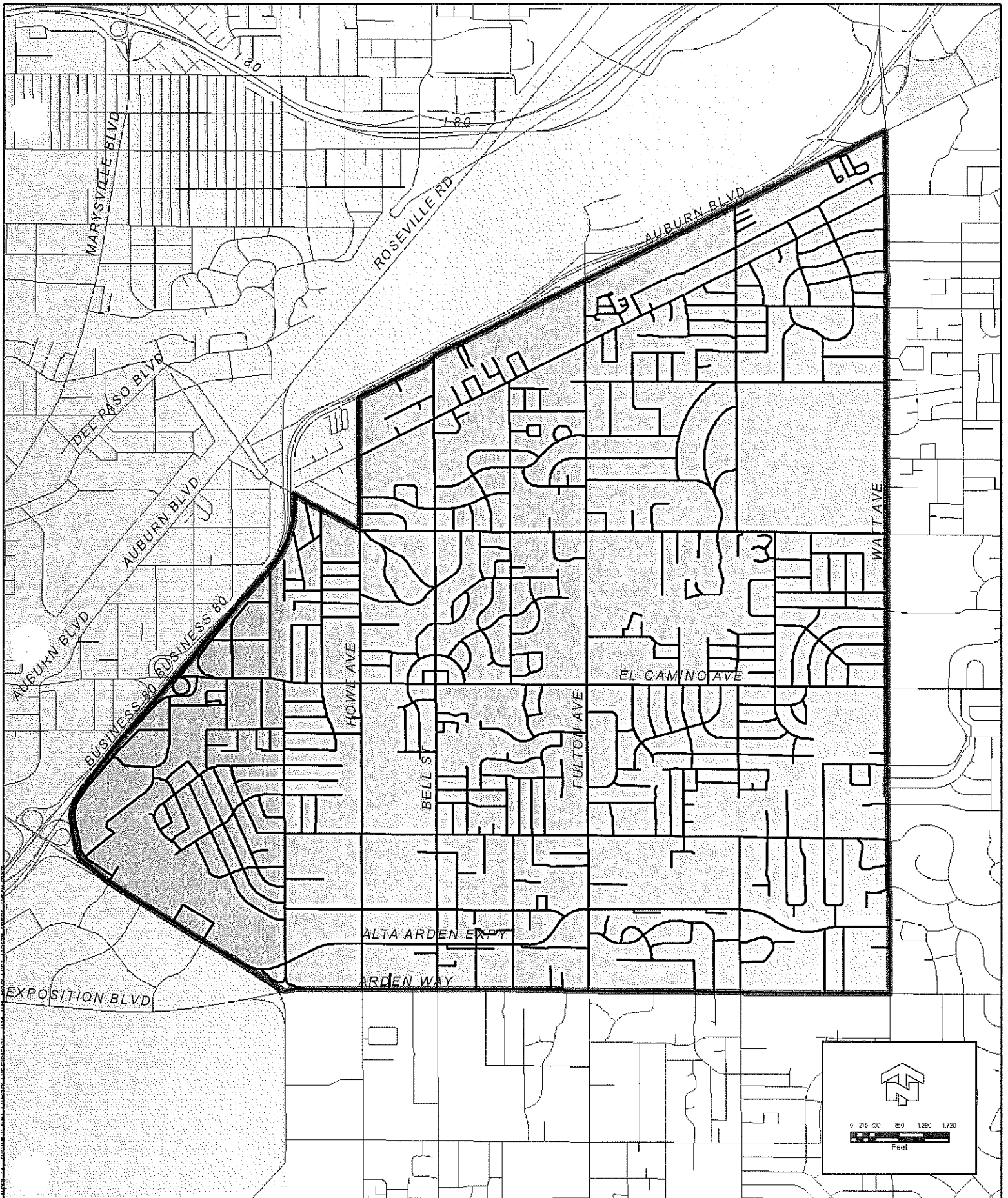
7. COTTAGE PARK
(3097 Cottage Way)
Playground Apparatus
Swimming Pool
Swimming, Diving & Slide
Basketball Court – School
Softball Diamond – School
Community Center
Preschool
After School Care
Open Play Area
Picnic Tables – Barbecues
Creek
Rest Rooms
Off Street Parking

8. LORETTO HIGH SCHOOL
(2360 El Camino)
Gymnasium

9. SANTA ANITA PARK
(2000 Bell Street)
Picnic Tables
Free Play Area
Creek

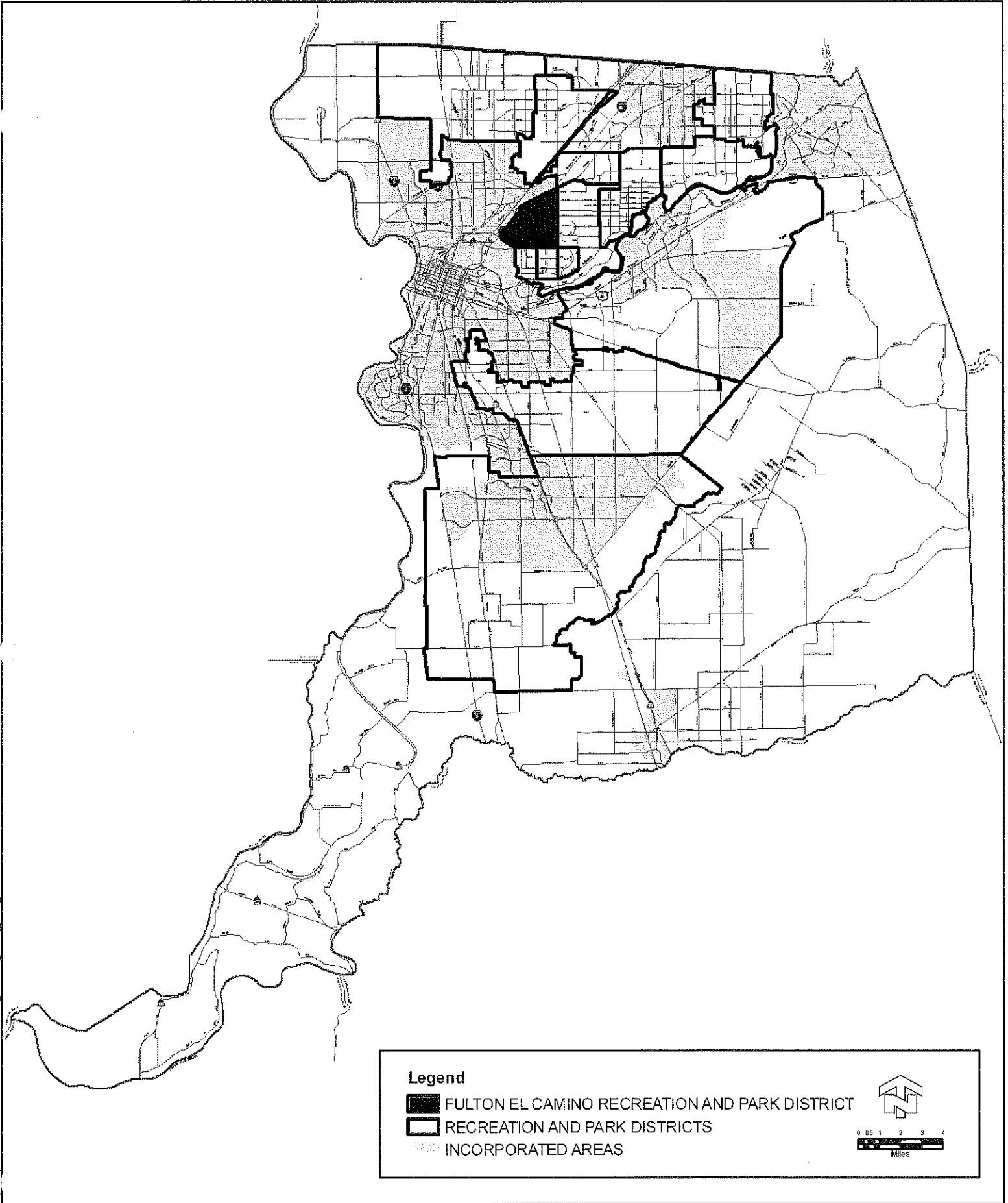
10. HOWE PARK
(2201 Cottage Way)
Dog Park
Playground Apparatus
Softball Diamond – Lighted (2)
Basketball Court – School
Sand Volleyball Courts – Lighted (2)
Basketball/Softball Diamond
Little League Diamond
Tennis Courts – Lighted (8)
Token Operated
Tennis Wall
Soccer Field
Picnic Shelter w/barbecues
Community Center
District Office
Auditorium
Meeting Rooms
Picnic Tables – Barbecues
Open Play Area
Creek
Pond/Fishing Piers
Rest Rooms
Off Street Parking
Gazebo





Fulton El Camino Recreation and Park District





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May 21, 2009

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SACRAMENTO LOCAL AGENCY
FORMATION COMMISSION

RE: Municipal Service Review and Sphere of Influence Update

Mr. Donald Lockhart:

The Board of Directors of Fulton El Camino Recreation and Park District has expressed concern regarding the potential annexation of the Arden Arcade community by the City of Sacramento. While it is true that the City of Sacramento has not filed the Sphere of Influence documents with LAFCo at this time, they have included the Arden Arcade community within its 2030 Master Plan as a study area and a potential annexation target.

The statement written on page six under the "History" section of the Draft Municipal Service Review and Sphere of Influence Update – Fulton-El Camino Recreation and Park District, that "An emerging community concern is the possible annexation by the City of Sacramento which could eliminate the District and the level of service it offers its residents." should be allowed to stand alone. The editorial comment by LAFCo staff stating "The Annexation is not within The City Sphere of Influence, and nothing has been proposed." is unnecessary. While this statement is factual at this time, it is inappropriate and is intended to diminish the District's concern. The District has the right to be concerned and have this concern documented without LAFCo editorial comments.

Respectfully yours,

Michael Grace
Superintendent of Parks

Fulton-El Camino
Recreation & Park
District

2201 Cottage Way
Sacramento, California
95825

Phone: (916) 927-3802
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An Independent Special District