

ITEM: CONSENT AGENDA – 4 A

**FULTON-EL CAMINO RECREATION AND PARK DISTRICT
REGULAR BOARD MEETING
November 17, 2022 – 6:30 PM
MINUTES
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THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE FULTON-EL CAMINO RECREATION AND PARK DISTRICT held November 17, 2022.

CALL TO ORDER

The meeting was called to order by Chair Stricklin at 6:30 p.m.

ROLL CALL

Board Members present:

Kathleen Stricklin – Chair - Present

Laura Lavalley – Director – Present

Teresa Higgins – Vice Chair - Absent

Michael Seaman – Director – Present

Jessica Dias, Secretary – Present Via Zoom

Staff Members present

Emily Ballus

Linda Montijo

Becky Mc Daniel

Jaden Delfer

Jim Brown

Isaiah Patterson

Visitors Present

Vickee Moy

Allen May

Jack Scroggs

VISITOR COMMENTS

None

4. CONSENT ITEMS

- a. Minutes of the October 2022 Regular Board Meeting
- b. Total Payroll, Supplies, and Revenue Summary Graph Year to Date
- c. Program Revenue and Refund Report for October 2022
- d. Payroll Report for October 2022
- e. Claims for October 2022
- f. Revolving Fund Report for October 2022
- g. Services and Supplies Summary Report as of October 2022
- h. Monthly Department Breakdown for October 2022
- i. Parks, Recreation, Facility Rentals, and Security Report October 2022
- j. Resolution 2022/23-14 of Board of Directors of The Fulton-El Camino Recreation and Park District Approving the Continued Use of Teleconferencing/Remote Meetings Pursuant To the Provisions of California Assembly Bill 361
Board to approve continuing use of teleconference board meetings. Resolution must be approved monthly to be in effect.

Director Lavallee made a motion to accept the Consent Items, Director Seaman seconded the motion. Motioned passed on a 4-0-1-0 vote with Director Higgins absent.

5.1 FEC Retirement Award presented to Police Sergeant Thomas Tom

Chief Brown presented Sergeant Tom with an FEC Retirement Award for his 13 years with the district. Tom was unable to attend but Chief Brown will provide him with the award.

Director Lavallee indicated she had attended range shooting with Sergeant Tom and felt he was a professional Range Master. Director Seaman stated that CARPD has recently opened awards that are available for staff and suggested Sergeant Tom be considered for one.

5.2 Starting point for Refugee Children

Vickee Moy, Founder and Director of Starting Point for Refugee Children, came to address the board. She started the presentation by providing cookies from the Afghan culture. Moy once taught ESL, where she met Afghan refugees who shared their story with her. As a result, she and her family started the non-profit in just 8 weeks.

Starting Point has been able to help 460 families and 4500 children in 5 years with their Backpack Project where they provide school supplies for youth. They also provide a Welcome Basket specifically tailored to the families and children with a note translated in Dari that says, "Packed with Love for your family." They also have a youth soccer program.

While Starting Point has been operated in the Moy home, they would like to be centrally located and are in the planning process to build a community center. Funded by donations and grant, they are interested in community center discussions with FEC.

6.1 Consider Adopting Resolution 2022/23-15 for Mid-Year Budget Adjustments

The General Manager presented on work that needs to be done but is not currently in the budget, including trees removal for \$6,915 and Creekside and Bohemian Park bridge repairs for \$16,900. The funding requested would be drawn from the district's reserves account.

Director Lavallee made a motion to adopt Resolution 2022/23-15 – Mid year Budget Adjustments, with Director Seaman seconding the motion. Resolution adopted on a 4-0-1-0 vote with Director Higgins absent.

6.2 Consider Adopting an Ordinance 2022/23-01 Approving the New Military Equipment Use Policy and Receive the Annual Military Equipment Use Report

Chief Brown reported that each November, the police department will need to have the board approve this ordinance per state mandate. Chief indicated that the purchase covered under the ordinance this year was the purchase of less lethal shotguns. Chief and Lieutenant Patterson provided shells and the less lethal shotgun for board review.

Director Seaman motioned to approve Ordinance 2022/23-01 with Director Dias seconding the motion. Ordinance Adopted by a vote of 4-0-1-0 with Director Higgins absent.

6.3 Consider Approving the Notice of Exemption for the Howe Park Bridges Replacement Project

KASL engineer Jack Scroggs advised the board that the Howe Park Bridges Replacement Project was applying for a Notice of Exemption and was hopeful that the project qualifies for a Class II categorical exemption. If approved, the district would post the Notice for 35 days to satisfy the required protest period. If no one challenges are made, then the Notice will be approved.

Director Seaman made a motion to approve the Notice of Exemption with Director Lavallee seconding the motion. Motion approved on a 4-0-1-0 vote with Director Higgins absent.

6.4 Award of Contract for the Howe Park Bridges Replacement Project

A bid for the Howe Park Bridges Replacement Project was received and opened by the November 15, 2022, bid deadline. Westcon Builders submitted the bid received. Westcon did the construction work for Cottage Park bridge replacement and emergency repairs on the bridge in Santa Anita Park. Staff, led by Jack Scroggs, recommended FEC issue a notice of award to Westcon in the amount of \$186,000. The bridges construction is anticipated to begin in February 2023.

Director Lavallee asked in issuing a Notice of Award obligated the district to pay Westcon even if unforeseen circumstances prevent the project from moving forward. Director Seaman also asked the time frame for the project. Mr. Scroggs replied that the Notice of Award does not obligate FEC to pay if the project does not move forward, and the timeframe provided in the bid is for 180 days. Once materials are ordered and received, construction should take approximately 45 days.

Director Seaman made a motion award the contract to Westcon with Director Lavallee seconding the motion. Motion passed on a 4-0-1-0 vote with Director Higgins absent.

6.5 Extension for the RFP for Howe Hall Flooring Replacement Project

Staff presented that no bids had been received and requested the board approve a new bid date of November 18th for the RFP, which the board approved.

7.1 General Manager's Report

The General Manager reported having preliminary discussions with all the contract districts regarding a Joint Powers of Authority or Agreement for police services. Should any such agreement be considered, staff would present to the Security Committee for recommendations.

Staff is still working on an MOU with Twin Rivers for Babcock Park.

Staff is finalizing preliminary programs budgets which they will present to the ad hoc committee.

SJUSD's COO Frank Camarda is planning to present at an upcoming FEC board meeting with updates on the Creekside Park Katherine Johnson Middle School Project. Director Seaman indicated he had attended the SJUSD board meeting regarding project and that CEQA was adopted. He further commented that FEC staff must collaborate closely with the school district and ensure that the school district and FEC have an easement or land grant in place. The General Manager has been in ongoing communications with SJUSD COO Frank Camarda where they have discussed putting an easement in place. The GM will continue to collaborate with the school district on the shared site.

FEC received a grant from KABOOM for a large-scale building kit called Rigamajig. Initially, FEC will use the system in the Cottage Center programs, and eventually work in programs for Afghan youth.

8. Committee Reports

Standing Committees:

None

9. Director's Comments

Dias – None

Higgins – Absent

Lavallee – She provided staff AAPR grants provided by her mother.

Stricklin – The county is taking too long to remove the graffiti on Wyda Way that Stricklin reported in April. The Sheriff's Department indicated that graffiti on private property is the responsibility of the property owner to remove. She asked Supervisor Desmond to consider sponsoring a new ordinance to address this graffiti and has an appointment with the Supervisor in January to discuss more robust legislation. Stricklin is looking forward to the Howe Park Bridges Project being completed.

Seaman – Attended the SJUSD meeting and CARPD Board Meeting. CARPD is hiring a legislative advocate to better move legislation proactively forward. The next CARPD conference will be held in Yosemite, CA. Seaman also attended the Greater Arden Chamber of Commerce mixer and was impressed with the Assistance League. They and other Chamber business, need space to hold meeting. He told them the District has rooms available for that purpose.

10. INFORMATION/CORRESPONDENCE/ANNOUNCEMENTS

- A. CARPD Legislative Newsletter Article
- B. Letters responding to the Katherine Middle School Draft EIR
 - Sacramento Area Creeks Council
 - California Wildlife Foundation
- C. CARPD Article: What is ERAF and Why Does it Matter?
- D. Flyer: Festival of Lights Parade and Tree Lighting, December 3, 2022

With no further business, the meeting was adjourned 7:58 p.m.

Respectfully submitted by: Linda Montijo Superintendent of Administration

APPROVED: _____
Kathleen Stricklin, Chair
Board of Directors

ATTEST: _____
Jessica Dias, Secretary
Board of Directors