



FULTON-EL CAMINO RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS REGULAR MEETING

CONSENT AGENDA ITEM: 4A - MINUTES

**Thursday, April 18, 2024, 2023, 6:30 P.M.
Howe Park: 2201 Cottage Way, Sacramento, CA 95825**

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

The meeting was called to order by Vice Chair Lavallee at 6:30pm, with a Pledge of Allegiance.

2. ROLL CALL

Board Members:

Jessica Dias, Chair - Absent
Laura Lavallee, Vice Chair - Present
Michael Seaman, Secretary – Present
Teresa Higgins, Director – Present
Kathy Stricklin, Director - Present

Staff Members:

Emily Ballus - Present
Becky McDaniel - Via Zoom
Beth Johnson - via Zoom
Mike Chahal - Present
Ryan Harder - Present
Jaden Delfer - Present
Robin Romines – via Zoom

Visitors:

Cindy Banville - Resident
Greg Spilziman - Resident
John Kaylen - Resident

3. PUBLIC AND VISITOR COMMENTS

Residents John Kaylen and Greg Spilziman expressed concerns regarding the Howe Park North Parking lot not having a gate which has negative effect on the residents living near the park. The late-night gatherings by people accessing the parking lot at late night and being disruptive and loud. The residents were vocal about having a gate and locking the park after hours.

4. CONSENT ITEMS (Motion)

- a. Minutes of the March 2024 Regular Board Meeting
- b. Program Revenue and Refund Report for March 2024
- c. Payroll Report for March 2024
- d. Claims for March 2024

- e. Revolving Fund Report for March 2024
- f. Services and Supplies Summary Report as of March 2024
- g. Monthly Department Breakdown for March 2024
- h. Parks, Recreation, Facility Rentals, and Security Report March 2024

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

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

5.1 2022/23 Financial Audit

Presentation by Larry Bain, CPA

The Board will receive and discuss the 2022/23 District Audit.

District Independent Auditor Larry Bain presented the June 30, 2023, audit report. Mr. Bain indicated the District received a clean unqualified opinion on the audit. He provided a summary of the financial results for the year ended June 30, 2023, and an overview of different statements included in the audit report. Mr. Bain also summarized his findings in the management letter and highlighted the weaknesses that need to be addressed.

Director Stricklin asked about the CalPERS investment policy's unfunded pension liability. Mr. Bain indicated that the CalPERS investments are noted on their website, and they have an audit report which discloses the investments and their investment policy. He stated that CalPERS expect an investment return on average of 6.9 percent.

Secretary Seaman asked how FECRPD measures up to other RPD's that he audits Mr. Bain, mentioned that FECRPD is similar with activities to other RPD.

GM Ballus asked for clarification of projecting a return of 16.9 percent and its impact on the unfunded pension liability. Mr. Bain reiterated that the CalPERS target is 6.9 percent return, and the 16.9 percent return was for fiscal year 2022/2023 and will be amortized over a 5-year period.

Director Stricklin asked if it is worthwhile to pay off the unfunded liability with a loan. Mr. Bain indicated that given today's interest rates it may not be a suitable time for such a venture.

Director of Finance and Administration Mike Chahal indicated that many of the audit adjustments were due to timing differences and the other adjustments would be corrected moving forward.

5.2 General Manager's Performance Review

The Board to consider approving the General Manger's request for an evaluation in person with the full board at the May board meeting.

GM Ballus mentioned that the performance review would be a closed session and it was agreed that a self-evaluation blank forms to the Board and she would like to meet with the entire Board as opposed to the prior year where she met with Chair of the Board.

The Board discussed the time and location of performance evaluation. The decision to schedule the evaluation in a closed-door session and the timing will be left up to Chair Dias Performance evaluation forms will be sent to the Directors for completion and brought to the next board meeting for the close-session review.

5.3 Request for Proposals/Qualifications for Bohemian Park Revitalization Project

Environmental, Architectural, and Landscape Architectural Services Bid Evaluation Committee

The Board will consider having a board member serve on the Bid Evaluation Committee for the RFP/Q bid selection.

Vice Chair Lavallee asked for clarification on the two state grant contracts provided. GM Ballus confirmed that the grant contracts have been extended to June 30, 2028. The first contract is from the Assemblymember Ken Cooley's budget allocation and the second contract is from the Prop 68 state grant program.

Discussions were held regarding the RPP bid evaluation and selection. Vice Chair Lavallee suggested Chair Dias will determine board member participation in the process.

6. INFORMATIONAL ITEMS (No Action Required)

6.1 General Manager's Report

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

GM Ballus gave an update on the various meetings she had during the month which is summarized starting on Page 66 of the Board Packet.

7. COMMITTEE REPORTS

Standing Committees:

a). Personnel and Finance – Members: Chair Dias and Vice Chair Lavallee. Vice Chair Lavallee indicated that the Committee met and discussed upcoming grants and current grant status, the financial issues with the police department, and other financial related items.

b). Programs, Facilities and Projects – Members: Secretary Seaman and Director Higgins. Director Higgins indicated the committee did not meet.

c). Security and Community Relations – Members: Chair Higgins and Director Stricklin. Director Stricklin indicated the committee did not meet.

d). Park Advisory – No Park Advisory meetings to update.

8. DIRECTORS' COMMENTS

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

Director Higgins indicated she had walked through Seely Park prior to the board meeting to see how things are going with the contracted landscape maintenance crew. She stated that she had a neighbor come up to her and say "Seely Park looks great."

Secretary Seaman updated the Board on various meetings he attended, including the CARPD Board meeting with members and staff of the Legislature.

Secretary Seaman provided commentary on his view of staff efforts with Little League, softball, parks maintenance, District events, and the use of contractors.

9 INFORMATION/CORRESPONDENCE/ANNOUNCEMENTS (No Action Required)

A. CSDA: Support Request – H.R. 7525 Special District Grant Accessibility Act

B. Flyer: Senior Trip: Farmers Market, May 18, meet at Howe Park

C. CSDA: Special Districts Legislative Days

D. Flyer: Community Yard Sale on June 2 at Howe Park

10. ADJOURNMENT

With no further business, Vice Chair Dias adjourned the meeting at 7:59pm.

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