

**RIO LINDA ELVERTA RECREATION AND PARK DISTRICT
810 Oak Lane, Rio Linda, California 95673**

**BOARD OF DIRECTORS REGULAR MEETING
MINUTES
May 19, 2021**

Call to Order

Chairperson Becky McDaniel called the meeting to order on Wednesday, May 19, 2021 at 6:30pm. Due to the COVID-19 Pandemic, this meeting was conducted by Zoom videoconference for the Public. The Board of Directors did meet in person at the Depot Building. Vice Chairperson Stacey Bastian and Directors Charlea Moore and Lisa Morris were present. Director Jerry Huffhines was absent. Staff members present included District Administrator Mike Heller and Administrative Analyst Deann Cater. Parks Supervisor Tim Marble and Recreation Supervisor Erik Hernandez were on the video conference.

Public Comments

Rio Linda Resident Bob Reisig asked for the Chairperson to speak into her microphone as the volume was slightly muted.

Presentations

There were no presentations this month.

Written Correspondence

There were three items presented for written correspondence. Director Moore asked for the letter from Sacramento County – Response to the District's letter of March 2nd regarding dumping and waste to be pulled for discussion.

Director Moore was disappointed with the response. She stated that it made our small District sound like we were a County Department. Our Park District can't follow or afford the protocols laid out in the letter.

Chairperson McDaniel agreed with Director Moore. It really looked like they passed the buck back to our Park District.

Consent Calendar

There were no consent calendar items pulled for discussion.

Motion No. 1

It was moved by Director Moore and Director Morris seconded the motion to approve the consent calendar as follows: Received and filed: (1) Park Police Report (April 2021); Approve; (2) Minutes of April 21, 2021 Board of Directors Meeting and April 26, 2021 Special Board Meeting; (3) Cash Disbursements, April 30, 2021; (4) Finance Report, April 30, 2021; (5) Park Maintenance Monthly Report, April 2021; (6) Recreation Monthly Report, April 2021; (7) Administrator's Report, April 2021; (8) Adoption of Resolution # 2021-13 – approving an amendment to the District's Policy and Procedure Manual – Hours of Work and Overtime – Policy #2010. Motion carried: Ayes; (4) Bastian, McDaniel, Moore, and Morris; Noes; (0), Abstain; (0), Absent; (1) Huffhines.

General Business

Agenda Item No. 9: Discussion of the preliminary budget for fiscal year 2021-22.

District Administrator Heller introduced this item and provided a brief overview of the proposed upcoming budget for FY 2021-22. This includes both suggested staffing recommendations and capital projects. The Administration and Finance Committee saw this at their last meeting and some adjustments were made after that. It does show some spending from the Fund Balance.

Director Moore recommends that the budget contains both Step increases and COLA for Staff. Staff confirmed that this is reflected in the preliminary budget.

Director Morris agreed that Step increase should be approved and recommended that COLA be held until the mid-year adjustments to see how the District is doing financially.

Vice Chairperson Bastian agreed with Director Morris about holding the COLA until the mid-year adjustments and only if the District is on track financially. Hopefully additional revenues will come in. She also wanted to confirm that the District intends on hiring a new Administrative Services Supervisor (job title change) for Deann Cater's current position. She asked about the recommendation for an additional FTE in the Recreation Division.

Chairperson McDaniel agreed with the Step increase for Staff. She also suggested holding COLA until the mid-year adjustments in January and only if the revenues allowed for it. She feels that the bad economic year from fallout of the pandemic will be the one coming up. She expressed a concern for a second FTE in the Recreation Division. She does not oppose this addition but would like to see a marked improvement in programming, community facetime, and revenue generation.

Vice Chairperson Bastian completely agreed regarding the Recreation Division position. She would like to see the improvements in the Division.

Director Moore feels like everything that the District does moving forward will be very dependent on revenues and she also feels that we will not see a banner year coming up. She also believes that the new position should also contingent upon upcoming revenues.

District Administrator Heller informed the Board that the increase in Recreation programming and budget numbers include two full time employees in the Recreation Division for the proposed budget.

Administrative Analyst Cater reminded the Board that all Staff positions are not based off of revenue, it is paid for by Property tax.

Chairperson McDaniel added that while the positions come out of property taxes, the program, and rental revenues balance additional staffing. The better the programs succeed, the more staffing can be put into place.

Motion No. 2

It was moved by Chairperson McDaniel with Director Moore seconding the motion to approve the Staff recommendations for staffing as part of the preliminary budget. This is to include Step increases, postponing the COLA until the mid-year adjustment and discussing at that time, and approving a FTE Coordinator in the Recreation Division contingent upon increased programs and revenues. Motion carried: Ayes; (4) Bastian, McDaniel, Moore, and Morris; Noes; (0), Abstain; (0), Absent; (1) Huffhines.

Chairperson McDaniel opened the floor for comments on the remainder of the preliminary budget.

Director Moore discussed the Capital Budget items and recommended that the resurfacing of the parking lots be deferred to the next fiscal year (2022-23). She feels that the District continue with the building exterior, the new truck, and the ADA upgrades.

Director Morris expressed a concern about the water budget line due to the proposed increases coming up from the Rio Linda Elverta Community Water District (RLECWD)

District Administrator Heller said that he plans on contacting the RLECWD to see if there will be a break on outdoor irrigation or if the fee increases are across the board for both indoor and outdoor.

RLECWD Board Member Bob Reisig is attending the meeting and was invited to speak about outdoor irrigation. He responded that there is a rate structure, and it is not being considered for adjustment at this time. They have received guidance from the State on what the cost of outdoor water should be, but that is only to produce water and not to price it. The structure that the RLECWD is moving forward with will assist responsible users. Those that conserve will enjoy a rate decrease while those that have paid flat rates in the past will see an increase in fees due to less sufficient water use.

Chairperson McDaniel recommended increasing the budget line for water usage from \$60,000.00 to \$80,000.00. She also suggested that the District reach out to Sac Suburban Water as they have developed a program to assist Park Districts.

Motion No. 3

It was moved by Director Moore and Vice Chairperson Bastian seconded the motion that the Preliminary Budget be approved with the parking lot resurfacing to be deferred and the water usage budget to be increased by \$20,000.00. Motion carried: Ayes; (4) Bastian, McDaniel, Moore, and Morris; Noes; (0), Abstain; (0), Absent; (1) Huffhines.

Board of Director Committee Minutes

Administration and Finance Committee – Minutes are included. Director Moore also attended the CSDA Legislative Days and distributed a COVID-19 relief hand out. Special Districts are still out of the loop on Federal funding and the National Special Districts Coalition is working on this.

Planning Committee – Did not meet.

Safety and Security Committee – Did not meet.

Firehouse Committee – Did not meet. Their next meeting is scheduled for May 20.

Dry Creek Committee – Did not meet.

LAFCo Committee – Met on May 5th. The LAFCo Board approved the merger of Sacramento Reclamation Districts 551 and 755. The Delta Fire District also adjusted their existing property lines.

Board of Director Comments

Vice Chairperson Bastian thanked the Administrative Analyst for the budget preparation. She is looking forward to seeing positive results from the Recreation Division. She thanked the Recreation Division for participating in the Farm and Tractor Days and the Parks Division for the continued work on the parks. She reported that the TRUSD police have increased patrols at the Rio Linda Elementary School. There are more children and families using that park.

Chairperson McDaniel mentioned that the parks look good. She requested that the District start to record how much additional garbage and waste the District is collecting and taking to the dump for when it comes time to reconcile for pandemic funding. She is concerned about the upcoming Supervisor/County redistricting. She thanked the Administrative Analyst for the budget preparation. She also thanked the Recreation Division as they head into the summer, the swim team numbers have increased and this is a good sign. She is cautiously optimistic for the June 15th reopening.

Director Morris thanked the Recreation Division for their participation in Farm and Tractor Days. The Administrative Analyst for the budget preparation. She mentioned that the Parks look great, and she wished the District Administrator an early Happy Birthday.

Director Moore spoke about the CSDA Legislative Days conference that she attended over the past few days. There was a lot of information on the nuts and bolts of Special Districts. Redistricting was brought up and she suggested sending a letter to encourage having both Rio Linda and Elverta districted together (currently they are not) and to have both placed within County District 4. The National Special Districts Coalition is working to have Special Districts named in the Federal Code. There was also a good session on the Public Records and Freedom of Information Acts. This can assist Special Districts in alleviating harassment from the public. She also mentioned that the Regional Forestry and Fire Capacity Program has funding available to offer facilities as a refuse from smoke as well as using parks to help mitigate from future fires. Our District should look into this funding. Chairperson McDaniel added that this could also be used for larger animals to be housed at the Horse Arena in the event of a fire episode. She also thanked Staff for the budget prep and the good condition of our parks.

District Administrator Heller reminded the Board about the upcoming Supervisor Frost community meeting on Monday, May 24th in Depot Park. He also mentioned that the June 16th Board Meeting comes the day after the announcement of the proposed State reopening. Should the meeting be held fully open to the Public or as today's is with the Public still being able to access the meeting via Zoom communication. Chairperson McDaniel recommended that we hold the June meeting the same as we are holding the May meeting. Finally, the Grandpark development team was supposed to make an in-person presentation in March 2020. They would like to make that presentation, and would we prefer June or July? It was recommended that we have the presentation in July.


Adjournment

Chairperson McDaniel adjourned the meeting at 7:26pm

APPROVED: Bastian, Huffhines, McDaniel, Moore, Morris

ATTEST:

ABSENT:


Becky L. McDaniel
Chairperson, Board of Directors


Charlea R. Moore
Secretary, Board of Directors