

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

**BOARD OF DIRECTORS REGULAR MEETING  
MINUTES  
October 20, 2021**

**Call to Order**

Chairperson Becky McDaniel called the meeting to order on Wednesday, October 20, 2021, at 6:30pm. Vice Chairperson Stacey Bastian and Directors Jerry Huffhines, Charlea Moore and Lisa Morris were present. Staff members present included Administrative Services Supervisor Annette Hernandez, Parks Supervisor Tim Marble, and Recreation Supervisor Erik Hernandez.

**Public Comments**

There were no public comments this month.

**Presentations and Announcements**

The Board of Directors presented a Special Resolution in support of the RLE Fire Truck and Firehouse restoration project.

**Motion No. 1**

**It was moved by Vice Chairperson Bastian and Director Morris seconded the motion to adopt a Special Resolution in support of the RLE Fire Truck and Firehouse restoration project. Motion carried: Ayes; (5) Bastian, Huffhines, McDaniel, Moore, and Morris; Noes; (0), Abstain; (0), Absent; (0).**

**Written Correspondence**

The Chair recognized two correspondence items. 1) the result of the Treasury Oversight Committee election and 2) the Selection of Special District Commissioner and Alternate Special District Commissioner for the Sacramento Local Agency Formation Committee (LAFCo)

**Motion No. 2**

**It was moved by Director Morris and Chairperson McDaniel seconded the motion to select Gay Jones (Sacramento Metropolitan Fire District) as the Sacramento LAFCo Commissioner for Office No. 7 and Charlea Moore (Rio Linda Elverta Recreation and Park District) as the Sacramento LAFCo Alternate Commissioner for Offices No. 6 & 7. Motion carried: Ayes; (5) Bastian, Huffhines, McDaniel, Moore, and Morris; Noes; (0), Abstain; (0), Absent; (0).**

**Consent Calendar**

Director Morris requested that Item's #5, 6, & 7 be pulled from the consent calendar for discussion.

**Item #5**

Director Morris asked for the location of the new picnic tables. Park Supervisor Marble informed the Board that three tables have been ordered with two earmarked for Northbrook Park. Staff is working on pouring additional concrete for the pad for the tables to ensure that it is compliant with ADA. It is suggested that the third table will be located at Community Center by the shuffleboard courts.

The signage for Gibson Crossing, will this be the same design of our other park signs. Park Supervisor Marble responded that it would look similar to our other parks, but it is a little shorter. It will be located adjacent off the basin close to the sidewalk.

Regarding the community center re-siding project, will this impact the seasonal events taking place this year. Park Supervisor Marble said that this is unknown as of right now, however, there will signage and we are hoping for a six week project. Staff will ensure that special events and rentals are not interrupted.

#### Item #6

Director Morris asked how many vehicles were signed up for the upcoming Trunk or Treat. Recreation Supervisor Hernandez did not have an exact answer but knew that the Community Center Parking lot was close to full. Director Morris also asked about the paint class and was told that it was either a virtual (Zoom class) or in person. The District is also looking to start a paint club as a drop-in following COVID protocols.

Director Morris also congratulated Recreation Supervisor Hernandez and receiving his CPRP designation.

#### Item #7

Director Morris logged in for the seminar on the homeless dilemma offered in September. However, she had difficulty with the sound and is looking for a copy of the presentation. Staff assured her that it would be forwarded and placed on the District website.

#### Motion No. 3

It was moved by Director Morris and Chairperson McDaniel seconded the motion to approve the consent calendar as follows: Received and filed: (1) Park Police Report (September 2021); Approve; (2) Minutes of September 15, 2021 Board of Directors Meeting; (3) Cash Disbursements, September 30, 2021; (4) Finance Report, September 30, 2021; (5) Park Maintenance Monthly Report, September 2021; (6) Recreation Monthly Report, September 2021; (7) Administrator's Report, September 2021; (8) Adoption of Resolution 2021-10-20 approving a continuing resolution recognizing California AB 361; (9) Adoption of Resolution 2021-23 approving an amendment to the Policy and Procedure Manual – Policy #1020 – Conflict of Interest; (10) Adoption of Resolution 2021-24 approving an amendment to the Policy and Procedure Manual – Policy #2020 – Vacations-Regular Full Time Staff; (11) Adoption of Resolution 2021-25 approving an amendment to the Policy and Procedure Manual – Policy #2025 – Vacations-Regular Part Time Staff; (12) Adoption of Resolution 2021-26 approving changes to the General Manager's evaluation form. Motion carried: Ayes; (5) Bastian, Huffhines, McDaniel, Moore, and Morris; Noes; (0), Abstain; (0), Absent; (0).

#### General Business

**Agenda Item No. 13:** Discussion of Special Event (Rodeo) rentals and Policy #6060.

Chairperson McDaniel spoke about the Rodeo and asked the Safety and Security Committee to review the conversation from their recent meeting. Director Morris briefly recapped the discussion from Safety and Security Committee and that it was agreed to bring the Staff recommendations forward to the Board of Directors. It was one Rodeo operator who misled the District.

#### **Motion No. 4**

**It was moved by Director Moore with Vice Chairperson Bastian seconding the motion to accept the recommendations of the General Manager to change rental fees and incidental fees for rodeo rentals as per Policy #6060.**

Discussion: Director Moore suggested that the fees for the rodeo events be raised from \$1500.00 to \$2500.00 per event. As well, Rodeo events should have live Animals as the last event did not have any animals and was advertised as a rodeo.

Recreation Supervisor Hernandez pointed out that the arena could be rented for anything with District Approval. The October 2<sup>nd</sup> rental said rodeo and the District was misled as he did not have any animals present for his rental.

The District has stated that they will not rent to vendor from October 2<sup>nd</sup> again, due to his improper paperwork and misleading the District.

Vice Chairperson Bastian commented on the condition of the Arena and the safety concerns raised from the October 2<sup>nd</sup> event.

Chairperson McDaniel suggested that the District look for non-profit and/or co-sponsored event fees to be reflected in the District's Policy and Procedure Manual.

The Motion was tabled until the November Board Meeting so that the Administration and Finance Committee could discuss changes to Rodeo rentals as well as non-profit rates.

**Agenda Item No. 14:** Discussion of the gate at the Southwest Corner of Babe Best Park off Herring Ave.

Chairperson McDaniel commented that this item was also discussed at the Safety and Security Meeting. Mr. Kyle Tabler, of 901 Herring Ave. was present and invited to make comments about the situation taking place. Mr. Tabler presented points on continued parking issues on both Belcamp and Herring that occur during Little League times. He provided photos and a thumb drive for the Board to see. He also spoke about a recent incident that took place on October 7<sup>th</sup> between some families from the Little League and himself and his family. He also commented on being very proactive on reporting illegal activities that take place in the park and around the gate. He did mention that they were given a combo to the daisy chain lock and have locked the gate at night in the past when the Fulton El Camino Police (FECPD) have not been able to get out there. Several of these reports have led to arrests by the Fulton El Camino Police (FECPD). He requested that the gate be closed permanently.

Chairperson McDaniel asked for comments from the Safety and Security Committee. Director Morris stated that the Park District does not have control over the public street. The Park District is unable to keep the gate closed at all hours as it is still an access point to a public park. Director Morris did thank the Tabler's for their continued vigilance and the use of their camera to assist with the arrests. The suggestion from Safety and Security was to have the Park District look for alternative parking solutions such as the Church at 10<sup>th</sup> and U and to remind the Little League to continue to ask their families not to park on Belcamp or Herring. As well, residents should contact Sacramento County Parking Enforcement to handle the parking violations on the surface streets.

Chairperson McDaniel suggested that maybe having Little League parents be present on Herring/Belcamp to assist in policing the issue and direct people where to park may be helpful. Unfortunately, closing the access point to the park is not possible. Working with the Little League and education for their families may be helpful.

Vice Chairperson Bastian has witnessed a lot of children accessing the park through the man gate. She is hoping that there is a resolution that all parties are happy with. She knows that the gate does not stop bad people or people who have bad intentions. She suggested that the gate be removed permanently so that it creates an ease of access for emergency vehicles. She realizes that the gate is an issue, and she feels that removing it will allow for access to emergency personnel and will also curb any outbursts from the community parents and the Tabler's.

#### **Motion No. 5**

**It was moved by Vice Chairperson Bastian with Chairperson McDaniel seconding the motion, for discussion, to have the gate permanently unlocked or removed for a permanent resolution and to reduce issues with the community.**

Chairperson McDaniel has the understanding that the FECPD are contracted to lock the gate and that the Tabler's are not locking daily, but only when FECPD are on a service call and unable to lock the gate. Chairperson McDaniel asked Mr. Tabler how frequently they have to lock the gate. Mr. Tabler said it was more frequent as they go and lock it when it turns dark and FECPD hasn't been by yet. Chairperson McDaniel suggested that Staff contact FECPD and reiterate that the gate be the first lock-up of the evening prior to any other lock-up in the community.

Vice Chairperson Bastian asked about changing the code so that FECPD only has the code. Park Supervisor Marble commented that the lock is daisy chained and both Staff and FECPD only use the key lock and do not mess with the combo lock at all. Only members of the Community have the combo. Chairperson McDaniel suggested that there may be too many people with the key for the keyed lock or are able to change the code for the combination lock. She believes that the lock needs to be changed and that the combination lock needs to be removed.

Director Moore agreed but wanted to confirm that by placing a new keyed lock only it would take the Tabler's (and the Little League) out of the equation entirely. Chairperson McDaniel said correct, but she still believes that the Tabler's need a back up solution and would be ok with them having a key for the sole purpose of locking the gate – Only – if the FECPD receive a call and are unable to arrive to lock the gate after dark.

Mr. Tabler stated that the combination lock was not an issue, his concern is not having access to be able to lock the gate if FECPD is called away for a long period of time over another call.

Vice Chairperson Bastian believes that the gate is a problem and will continue to be a problem. She believes that it should be removed.

Chairperson McDaniel recommended that only three keys be issued. Parks Division to unlock in the mornings, FECPD to lock it, and the Tabler's to have a back-up if FECPD has a call-out. Nobody else needs a key, including the Little League, as the gate will be unlocked during the day.

**The motion was defeated: Ayes; (1) Bastian; Noes; (4) Huffhines, McDaniel, Moore, and Morris; Abstain; (0), Absent; (0).**

**Motion No. 6**

**It was moved by Director Moore with Chairperson McDaniel seconding the motion, for discussion purposes, to refer the issue back to the General Manager to continue to work with the Little League and the Tabler family to reach a workable resolution. The preference of the Board is to continue with the locks as they currently are.**

Director Morris doesn't believe that this will work as the Little League will have an issue if the gate is locked, especially if they choose to park on the street. Vice Chairperson Bastian added that there are families who live in the neighborhood who walk to the park and use the gate and if it was locked during the day, they would be unable to access the park as walking in from 10<sup>th</sup> Street is dangerous to pedestrians.

Director Moore stated that except for the recent incident, the current system has been working for the past year and believes that it could continue to work.

**The motion carried: Ayes; (4) Huffhines, McDaniel, Moore, and Morris; Noes; (1) Bastian; Abstain; (0), Absent; (0).**

**Motion No. 7**

**It was moved by Chairperson McDaniel with Director Morris seconding the motion, that the General Manager continue to work with the Little League and the Tabler family, but at the earliest possible time the lock gets changes with only Park District Personnel; Park Police; and the Tabler's are the only people to have a key (keyed lock). The motion carried: Ayes; (4) Huffhines, McDaniel, Moore, and Morris; Noes; (1) Bastian; Abstain; (0), Absent; (0).**

**Agenda Item No. 15:** Approval of Resolution #2021-26 approving a contract with Callander Associates Landscape Architects, Inc. (CALA) for the Westside Park project.

Ben Woodside from CALA was present at the meeting and reviewed the project for the Board of Directors. He also took questions from the Board.

Director Moore asked about the shade structure and asked for the size. Mr. Woodside responded that the District provided a target number for the complete budget and that CALA would reverse engineer the project. Currently the structure is scheduled to be 25'x35' but depending on amenities and costs, this could become bigger. CALA objective is to keep the District safe and not to over budget the project.

Chairperson McDaniel asked if Mr. Woodside thinks that construction costs may come down moving forward. He responded that in his experience is that costs go up and then stabilize and then go up and stabilize. They never come down significantly.

Park Supervisor Marble wanted to confirm that the surface was going to be concrete. Mr. Woodside confirmed that this would be the case.

**Motion No. 8**

**It was moved by Director Moore with Vice Chairperson Bastian seconding the motion, to accept the bid proposed by Callander Associates for the upcoming Westside Park project.**

**The motion carried: Ayes; (5) Bastian, Huffhines, McDaniel, Moore, and Morris; Noes; (0), Abstain; (0), Absent; (0).**

### **Board of Director Committee Minutes**

Administration and Finance Committee – Minutes are included from the October 12 meeting. The items from the meeting were all discussed during the Board meeting.

Planning Committee – Did not meet.

Safety and Security Committee – Met on October 19. All items were discussed at the Board meeting.

Firehouse Committee – Did not meet.

Dry Creek Committee – Did not meet.

LAFCo Committee – Did not meet.

### **Board of Director Comments**

Director Moore appreciated that the Board being able to talk and have discussion. It shows a functional Board. She thanked the Staff for their continued good work. She is looking forward to the Trunk or Treat and her applications filled the parking lot with trunks.

Director Morris sent condolences to the General Manager over the loss of his father. She thanked the Staff for their hard work and dedication to the District.

Chairperson McDaniel congratulated Charlea and the Country Faire committee on their success. She also sent condolences to the Heller family. Everybody hang in there.

Vice Chairperson Bastian sent condolences to the Heller family. She thanked the Board for hearing her out and wished that the Little League had attended the meeting. She is hopeful for a resolution to the issue. It would be great to see CHP get involved with the continued sideshows. She also is hopeful that the District catches the people responsible for driving through Depot park a few weeks ago. She thanked the Country Faire Committee for a great event, and she is looking forward to the upcoming Trunk or Treat.

Director Huffhines sent his condolences to the General Manager and thanked the Staff and Board for all of their good work.


### **Adjournment**

Chairperson McDaniel adjourned the meeting at 7:59pm

**APPROVED: Bastian, Huffhines, McDaniel, Moore, Morris**

**ATTEST:**

**ABSENT:**

  
Becky L. McDaniel  
Chairperson, Board of Directors

  
Charlea R. Moore  
Secretary, Board of Directors