

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

**BOARD OF DIRECTORS REGULAR MEETING  
MINUTES  
May 15, 2024**

**Call to Order**

Chairperson Lisa L. Morris called the meeting to order on May 15, 2024 at 6:00pm. Present were Directors Robert Bastian, Wayne Del Nero, and Troy Golden. Staff members present included General Manager Mike Heller, Administrative Services Supervisor Annette Hernandez, Parks Supervisor Don Davidson, and Office Aide Sarah Quelland. Vice Chairperson Charlea R. Moore entered the meeting at 6:29pm. This month's meeting was called to order in memory of Chairperson Morris' mother Emily H. Burnham, who passed away on April 14<sup>th</sup>. The meeting was also broadcast on Zoom Communications.

**Public Comments**

Community member John Colbert was invited to the Board Meeting by General Manager Heller to voice his concerns to the Board of Directors about Puncturevine and other invasive weeds at the District's Dog Park at Westside Park. Mr. Colbert told the Board that he brings his dog to the dog park on a daily basis and is worried about the weeds growing in the park, such as foxtails and goatheads (a.k.a. Puncturevine), which can be dangerous for dogs.

General Manager Heller told Mr. Colbert that the District has met with TruGreen about beginning an aggressive chemical treatment program to eradicate the problem weeds without harming the rest of the landscaping. Treatment is slated to begin the week of May 20<sup>th</sup> and could take up to three months to complete. General Manager Heller invited Mr. Colbert to keep in contact with him regarding any issues with using the dog park.

Chairperson Morris thanked Mr. Holbert stating that she is a dog lover too and she said she was happy that Maintenance is addressing the removal of any plants that could be dangerous for dogs in the dog park. She added that there are plans to make upgrades to the dog park for the benefit of the local community.

Mr. Colbert said he appreciated District efforts at the dog park before exiting the meeting.

**Presentations & Announcements**

There were no presentations or announcements this month.

**Written Correspondence**

Sacramento County LAFCo – Fiscal Year 2024-25 Final Budget – received and filed.

**Consent Calendar**

Agenda Item #6, the Recreation Monthly Report, April 2024, was pulled by Chairperson Morris. She wanted to know why the Family Paint Night scheduled for May 11 at the Community Center was canceled.

- General Manager Heller explained that it wasn't a matter of lack of interest from the community or low enrollment, but that the art instructor lined up to participate in the event canceled at the last minute and the District was unable to find a replacement on short

notice. He assured Chairperson Morris that Recreation has plans to launch the event again in the future.

#### **Motion No. 1**

**It was moved by Director Del Nero and Director Bastian seconded the motion to approve the consent calendar as follows with Agenda Item #6 pulled by Chairperson Morris: Received and filed: (1) Park Police Monthly Report (April 2024); Approve: (2) Minutes of April 17, 2024 Board of Directors Regular Meeting; (3) Cash Disbursements, April 30, 2024; (4) Finance Report, April 30, 2024; (5) Park Maintenance Monthly Report, April 2024; (6) Recreation Monthly Report, April 2024; (7) General Manager's Report, April 2024; (8) Adoption of Resolution #2024-05 amending the District's Policy and Procedure Manual – Policy #3015 Injury and Illness Prevention Program; (9) Adoption of Resolution #2024-06 ordering the levy of special taxes for fiscal year 2024-2025 within the Community Facilities District No. 2020-01 (Gibson Crossing); Motion carried: Ayes; (4); Noes; (0), Abstain; (0), Absent; (1)**

#### **General Business**

**Agenda Item # 10:** Discussion – General Manager Heller introduced the topic of the Preliminary Budget for Fiscal Year 2024-25, which had been provided to all Board members prior to the Board meeting. He informed the Board that the 2024-2025 budget takes effect on July 1, 2024. He stated that there will be a public hearing on the preliminary budget and then it will go back to the Board for approval. He recommended that the Board present any changes to the preliminary budget before the public hearing. Upon approval by the Board, he said the budget will be filed with Sacramento County and he expects the final budget to be approved by August 2024.

General Manager Heller also explained that there has been an increase in Rio Linda/Elverta property tax revenues, which help fund the District. He said that the District has not received all of the property tax funding yet for the 2023-2024 fiscal year but that it is still coming in.

General Manager Heller informed the Board that the total budget line projected for the 2024-2025 fiscal year is \$2.1 million. He added that the Sacramento County Employees' Retirement System (SCERS) has seen an increase in member rates of about 6%. He addressed proposed capital projects that are included in the preliminary budget, such as new security cameras at Babe Best and Westside parks, resurfacing parking lots at Westside Park and the Community Center, re-roofing the Depot Building and purchasing a new mower and truck for Maintenance. He added that the preliminary budget reflects a contingency reserve fund of \$65,000.

Chairperson Morris asked if anyone had any comments or concerns.

Director Del Nero inquired about salaries and asked how Rio Linda Recreation and Park District employees' salaries compare to other similar Districts.

General Manager Heller responded by saying employee salaries were reviewed five months ago due to changes in California's minimum wage laws. He explained that exempt employees are required by state, if not federal policy, to make at least double the existing minimum wage.

Chairperson Morris stated she had no questions but thanked Administrative Services Supervisor Hernandez for doing a great job in preparing the preliminary budget and said she appreciated the clarity of the presentation.

General Manager Heller then informed the Board that two employees, Recreation Supervisor Alissia DeSalles, and Administrative Assistant Shelley Goyet, submitted their resignations and how that could affect the budget. He proposed making changes to the administrative position to create a full-time position.

He also talked about the two options presented to the Board in the preliminary budget and explained the difference between step increases and Cost-of-Living Adjustments or COLA increases. He said District staff is recommending a 2.5% step increase and that option is presented in the preliminary budget. However, the Board was also provided with information regarding COLA increases and the Board should review both options and make a recommendation.

General Manager Heller told the Board that step increases are the more expensive option, and that implementing COLA would represent a \$30,000 annual savings versus the step increase.

Director Del Nero asked which choice other Districts make and General Manager Heller said most Districts select the step increase, which is why the preliminary budget was written for step increases.

Director Del Nero then asked if the District could afford to move forward with step increases and General Manager Heller responded that the District could accommodate paying employees step increases.

Chairperson Morris said she wanted to know the other Board members' thoughts on step increases versus COLA and stated she'd like to do both but realizes that's not realistic. She said Recreation should be bringing in enough revenue to cover all salaries and said she was comfortable selecting the step increase option.

Director Del Nero said he also liked the step increase option.

#### **Motion No. 2**

**It was moved by Director Bastian and Director Del Nero seconded the motion to move forward with the step increase option in the preliminary budget discussion. Motion carried: Ayes; (4); Noes; (0), Abstain; (0), Absent; (1)**

#### **Board of Directors Committee Minutes**

Administration/Finance Committee – Met on May 7<sup>th</sup>. The minutes from the April 9, 2024 meeting were reviewed. April financials and the Compass Report, District Policy #3015 (Injury and Illness Prevention Program), the inclusion of a Workplace Violence Prevention Program (WVPP) into the District's policies, the recommendation to levy special taxes within the Community Facilities District (CFD) No. 2020-01 (Gibson Crossing), the preliminary budget for Fiscal Year 2024-2025, and placing unbudgeted District dollars into a high-interest "rainy day" fund were discussed. Items not on the Agenda, including the completion of the CAPRI Safety Inspection on May 6<sup>th</sup> and the recommendation to update the Injury and Illness Prevention Program Policy (IIPP) annually, were also discussed. The Committee meets again on June 4<sup>th</sup> at 3:00pm.

Park Planning Committee – Met on May 6<sup>th</sup>. The minutes from the February 5, 2024 meeting were reviewed. Illuminating the Rio Linda Elverta Lions Club sign at Elkhorn Boulevard and 16<sup>th</sup> Street at night, scaled images and possible amenities for the Central Park Horse Arena upgrade project and the Park District Strategic Plan were discussed. Items not on the Agenda, including a

community member's concerns regarding Puncturevine and other invasive weeds at the Dog Park at Westside Park was also discussed. The Park Planning Committee meets again on July 8<sup>th</sup> at 3:00pm.

Safety and Security Committee – Met on May 13<sup>th</sup>. The minutes from March 11, 2024 meeting were reviewed. Westside Park rentals including the Rio Linda Little League, security options beginning July 1, changes regarding the Fulton-El Camino Park Police Department and the status on parks were discussed. The meeting was conducted on Zoom Communications.

Fire House Museum Committee – Did not meet.

Dry Creek Parkway Advisory Committee – Met on May 1<sup>st</sup>. Topics of discussion included conceptually approving the location for a recreational Disc Golf Course in Dry Creek Parkway at Cherry Island in Elverta as well as exploring the social, fiscal, and environmental impacts of installing a Disc Golf Course. Also discussed was a Fire Fuel Management Plan for 2024 to reduce wildfire risk and facilitate quick fire suppression by targeting fire fuel and maintaining firebreaks, fire roads and shaded fuel breaks within the Dry Creek Parkway through a possible combination of mowing, disking, herbicide, grazing with sheep and/or goats, prescribed/training burns, and hand crews. The bulk of these activities are expected to be completed by the beginning of July. Representative reports from the Rio Linda Elverta Recreation and Park District, the Rio Linda Elverta Historical Society, Equestrian Patrol, Dry Creek Conservancy, Sac Valley Conservancy, the Rio Linda Elverta Chamber of Commerce, the North Sacramento Chamber of Commerce and District 4, Member at Large were also provided. Chairperson Morris said there are safety concerns within the local equestrian community regarding the disc golf course that are being taken into consideration.

LAFCo Committee – Met on April 30<sup>th</sup>. Vice Chairperson Moore and Director Bastian were in attendance. Topics of discussion included a Municipal Service policy update and issues surrounding the Del Paso Manor Water District and the possibility of it merging with the Sacramento Suburban Water District.

### **Board of Directors Comments**

Director Bastian said goodbye and best of luck to Recreation Supervisor DeSalles, who will be taking a new position with another agency and thanked her for all the work she's done for the District. He also thanked Parks Supervisor Davidson for addressing the damage done last month to the park lawns and said he was impressed by how quickly the grass recovered. He also thanked Administrative Services Supervisor Hernandez for her hard work on the preliminary budget and thanked General Manager Heller for keeping him up to date and maintaining good communication. He also thanked the rest of the Board and community member John Colbert for participating in the meeting.

Vice Chairperson Moore apologized for arriving late to the meeting and said she was glad everyone started without her. She also thanked Parks Supervisor Davidson for fixing the grass. She wished Recreation Supervisor DeSalles well in her new position and said she's been a valuable asset, and she appreciates everything she's done. She also thanked Administrative Services Supervisor Hernandez for her work on the preliminary budget and the Workplace Violence Prevention Program. She also thanked General Manager Heller and took the opportunity to welcome new Director Golden to his first Board meeting since taking the Oath of Office in April.

Director Golden said "ditto" to everything Director Bastian and Vice Chairperson Moore had to say and thanked the Park Maintenance Division for their continued great work.

Director Del Nero agreed with Director Golden and said it's nice to see the parks looking so good.

Chairperson Morris thanked the District staff and Maintenance and especially those who reached out to her after her mom passed away.

**General Manager Comments**

General Manager Heller mentioned that the District will be represented at this year's Farm and Tractor Days, scheduled for May 17-18 at the Dry Creek Ranch House in Rio Linda. He said District Recreation staff will be leading a craft activity in partnership with the Rio Linda/Elverta Historical Society.

He also announced that Chairperson Morris and Vice Chairperson Moore will be representing the District at this year's California Special Districts Association's Legislative Days scheduled for May 21-22 at the Sheraton Grand Sacramento Hotel on J Street in Sacramento.

**Future Agenda Items**

There were no future agenda items.

**Closed Session**

The meeting was suspended at 6:52pm under California Code §54957, regarding the evaluation of an employee: General Manager.

**Re-Convene to General Business**

The General Board Meeting was re-convened at 7:54pm. Chairperson Morris reported that the Board performed the annual evaluation of General Manager Heller.

**Adjournment**


Chairperson Morris adjourned the meeting at 7:55pm.

**APPROVED: Bastian, Del Nero, Golden, Moore, Morris**

**ATTEST:**

**ABSTAIN:**

**ABSENT:**



Lisa L. Morris  
Chairperson, Board of Directors



Robert Bastian  
Secretary, Board of Directors