

**CARMICHAEL RECREATION & PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
JUNE 21, 2007 REGULAR MEETING**

CALL TO ORDER

Call to order: The regular meeting of the Carmichael Recreation & Park District Advisory Board of Directors was called to order at 6:00 PM by Vice Chairman Tateishi.

Roll Call:

Directors Present: Tateishi, Dover, Safford, and Younger

Directors Absent: Berns

Staff Present: Harrison, Penney, Kerth, Maddison, Murray, and Van Alstyne

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION

CONSENT ITEMS:

1. **Minutes**
May 19, 2007 – Regular Meeting
2. **Financial Statement**
April 30, 2007
3. **Accounts Payable**
May 31, 2007
4. **Accounts Receivable**
June 2007

Motion #1

M: Safford; S: Younger – The Advisory Board voted to approve the consent matters, as presented.
UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns

CORRESPONDENCE: Nothing to report.

ACTION ITEMS:

1. **Proposed Final Budget for FY 2007-08 (Harrison/Penney)**
FY 07-08 Budget presented and reviewed, including the FY 07-08 CIP

Motion #2

M: Dover; S: Safford – The Advisory Board approved the staff recommendations regarding the proposed final budget for FY 2007-08, as follows: Net Fund Balance carry-over: \$1,541,609 (with \$20,612 in reserves of which \$ 6,038 designated for the aquatics center); Revenue Projections of \$4,164,924; Salaries & EE Benefits: \$2,407,355; Services & Supplies: \$1,262,298; Assessments and Interest: \$94,235; Capital Projects: \$1,670,426; Equipment: \$17,500; Contingency: \$229,969; and County Auditing Fees: \$24,750 for a total budget of \$5,706,533. The Advisory Board approved the recommendation which includes an estimated cost of living salary adjustment to be approved by the Advisory Board at a later date. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns

2. La Sierra Community Center Lease With UHS Keystone (Harrison)

Staff recommendation to authorize a new lease with UHS Keystone Schools. Lease to include changes to the amount of space leased and two lease term dates based on space. Lease will be in effect until December 31, 2007 and July 31, 2009. Lease to be approved as to form by County Counsel who will incorporate language to insure commitment of tenant.

Motion # 3

M: Dover; S: Younger – The Advisory Board approved the staff recommendation to draw a new lease with UHS Keystone Schools for approval by County Board of Supervisors. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns

3. Park and Facility Naming Policy (Harrison)

Staff recommends implementation of a Park and Facility Naming Policy as reviewed by the Program and Policy committee.

Motion #4

M: Younger; S: Dover; - The Advisory Board approved the staff recommendation to implement the Park and Facility Naming Policy with one change to page two (2) #7. Add “their” before “Board of Directors.” UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns

PRESENTATION ITEMS:

1. Master Plan (Harrison)

Administrator Harrison reported on the process the District has used for notifying the community of the Master Plan meetings. The District will continue to seek community input until mid July. Input will be received via email, letters, or through staff communication. About eighty people attended the Public Open House. Concerns, comments, and suggestions were documented. On August 16th the Draft Master Plan will be brought to the Advisory Board for approval and on September 6th the Final Master Plan will be presented for approval. The Final Master Plan will then be submitted to DERA and finally to the Sacramento County Board of Supervisors for final approval.

Director Tateishi addressed those present and informed them that all comments would be heard and taken into account but the Advisory Board of Directors would not be able to verbally address the issues/comments at the meeting due to the Brown Act regulations.

Several residents living next to and near Del Campo Park expressed concern regarding having a dog park located in the park. It was also stated a dog park located next to the creek and fence lines is not an ideal location and would cause problems with run off, parking and noise. They also expressed opposition to having an additional soccer practice field added. They enjoy the park as it is.

Residents who spoke included: Bill Joens; Jim Keeler; Dan Mincher; Susan Moggridge; and Deborah Ridings.

2. Update On 4th Of July Events (Kerth)

Tracy Kerth said all planning is under way. This is the largest program that the District does. Maintenance staff has been very helpful. A gate from the Gibbons parking area to LSOC has been installed. We have received approval from the Fire Department. Additional signs will be placed throughout the community to inform them of the change in venue. The theme of the parade is "Celebration of Youth" and our float will reflect many of the youth activities in the District. CHP will be on hand to direct traffic.

3. Upcoming Training (Penney)

Ingrid Penney informed the Advisory Board Members of the harassment training and certification available this year. Certification is required every two years. Advisory Board members in need of recertification scheduled for the November training.

4. Staff Updates (Harrison, Kerth, Maddison, Murray, and Penney)

Administrator Harrison shared that the Carmichael Community Council has approved the Master Plan Design for the Palm Avenue park site. The design will be brought to the Board of Supervisors on July 25, 2007 for approval. Sixells is willing to grade the park site when they grade their own property.

5. Advisory Board Member Reports

Barbara Safford commented on the use of our web site to provide information on the Master Plan process and showed appreciation of staff for keeping it updated on a regular basis.

NEW BUSINESS

Future Agenda Items/Upcoming Events:

1. 2007 Objectives - Work Plan Quarterly Report and Update.
2. CIP FY 2006-07 - Quarterly report on Capital Improvement Program status.

TIME AND PLACE OF NEXT MEETING:

1. Regular Meeting

Meeting Thursday, July 19, 2007, 6:00 pm in Community Clubhouse #2 at Carmichael Park.

RECESS TO CLOSED SESSION

1. Conference with Labor Negotiators

Agency designated representatives: Jack Harrison and Ingrid Penney

Represented Employees: AFSCME

Unrepresented Employees

Pursuant to California Government Code §54957.6.

2. Conference with Legal Counsel - Existing Litigation

Litigation - one case.

Pursuant to California Government Code §54956.9 (a)

RECONVENE TO OPEN SESSION - CLOSED SESSION REPORT

1. Conference with labor negotiators: Information received. No action taken.

2. Conference with legal counsel - existing litigation: Information received. No action taken.

ADJOURNMENT: The Advisory Board adjourned the meeting at 7:30 p.m.

Sincerely,

Ingrid S. Penney, ASM

APPROVED BY:

ATTESTED BY:

BONNIE BERNS
CHAIRMAN TO THE BOARD

INGRID S. PENNEY
CLERK OF THE BOARD