

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
SEPTEMBER 20, 2007 REGULAR MEETING**

CALL TO ORDER

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

Roll Call:

Directors Present: Berns, Dover, Safford, Tateishi, and Younger

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

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION

CONSENT ITEMS:

1. **MINUTES**
August 2, 2007 – Special Meeting / Public Hearing
August 16, 2007– Regular Meeting
2. **FINANCIAL STATEMENT**
July 31, 2007
3. **ACCOUNTS PAYABLE**
August 31, 2007
4. **ACCOUNTS RECEIVABLE**
September 2007
5. **MINNESOTA LIFE INSURANCE COMPANY**
Resolution for Transaction Signature Authority for District
Sponsored Deferred Compensation Plan (457 Plan)

Motion #1

M: Tateishi; S: Dover – The Advisory Board voted unanimously to approve the consent matters as presented with the following changes to Consent Item # 5: In addition to Ingrid Penney, Administrator Jack Harrison to also have signature authority for the District Sponsored Deferred Compensation Plan. **UNANIMOUS VOTE**

CORRESPONDENCE: Letter from Colleen and John Butler was presented to the Advisory Board. Letter from Administrator Harrison in response to the Butler's letter was also provided. Letters received and filed.

Public Comment Received:

Resident expressed her desire to not have a parking lot at Schweitzer Grove Nature Area or signage placed on San Juan Ave. Also expressed she does not want undeveloped park land sold.

Resident who spoke: Joan Komaromi

Administrator Harrison: There has been an inconsistency in the names used for Schweitzer Grove. The District will make every effort to use the full name "Schweitzer Grove Nature Area" on the web site and all future literature. The name will be consistent with the signage for the park. There is no parking lot planned at this time for Schweitzer Grove Nature Area. After signage is in place, the need for parking may be revisited. Trees were not removed with the intention of putting in parking. Only the trees that were diseased or created a possible fire hazard were removed. New trees have been planted.

ACTION ITEMS:

1. **CONTRACT FOR CONSULTANT SERVICES REGARDING PROPERTY OWNER SURVEY (Harrison)**
After researching consultants, staff is recommending SCI for conducting the survey. Administrator Harrison introduced Gerard Van Steyn who did a presentation on the proposed mail survey project. Information was provided on the quantity of property owners to be surveyed, the validity of outcomes, the design and type of survey to be used and future steps.

Motion #2

M: Dover; S: Tateishi - The Advisory Board voted unanimously to approve the contract with SCI after review of the contract by Sacramento County Counsel. UNANIMOUS VOTE

2. **AGREEMENT WITH COUNTY OF SACRAMENTO, PARK DEVELOPMENT IMPACT FEE SERVICE (Harrison)**
Staff is recommending an Agreement for County Services related to Imposing Park Development Impact Fees. The work required by Sacramento County staff to handle this matter before and after review/approval by the county Board of Supervisors is substantial and requires payment by the District. This is a necessary first step to having park impact fees collected by the County.

Motion#3

M: Safford; S: Younger – The Advisory Board voted unanimously to approve the agreement with Sacramento County for up to \$15,000. UNANIMOUS VOTE

PRESENTATION ITEMS:

1. **CARMICHAEL RECREATION AND PARK DISTRICT MASTER PLAN (Harrison)**
Administrator Harrison provided an overview of the current activities regarding the Draft Master Plan. After survey results are in, the plan is expected to go to the Advisory Board for approval at the December 20th meeting. County Environmental Department has been asked to begin preliminary CEQA review of the plan in order to be ready to present to the County Board of Supervisors in January or February. We are now seeking nominations from the Advisory Board and staff for members of the Friends of Carmichael Parks Committee.
2. **PALM AVENUE PROJECT (Harrison)**
Administrator Harrison stated the project is on schedule. Bids for the construction of the park will be received in January 08. District has received a number of suggestions for naming the park but some do not meet the criteria of the District's Park Naming Policy. The name "Patriots Park" is being considered. Something in the way of a "Wall of Honor" may be put into the park. It would have plaques honoring those who have given their life in service of their country and/or community. Roger Berkenpas, who represents the Neighbors of Palm Avenue Park Association, has sought neighborhood input regarding the name Patriots Park. Eighty percent of those who responded are in support of the name. Staff will make recommendation as the next Advisory Board Meeting.
3. **CAPITAL IMPROVEMENT PROGRAM (Maddison)**
Keith Maddison presented a Power Point presentation on the Capital Improvement Program. Presentation included projects completed during fiscal year 06-07, final budget information and a list of projects expected to be completed this year.
4. **STAFF UPDATES (Harrison, Kerth, Maddison, Murray, and Penney)**
Administrator Harrison reported that represented employees had voted to de-certify from the AFSCME Labor Union. The de-certification process is complete. An all staff meeting will be held the first week of October to discuss district operations, health benefit choices, accomplishments, etc. Other staff provided general information on current District operations.
5. **ADVISORY BOARD MEMBER REPORTS**
Director Dover: A workshop will be held regarding the proposed Fair Oaks Blvd. widening project on October 30th at 7 p.m. at La Sierra Community Center.

NEW BUSINESS – None to report

FUTURE AGENDA ITEMS/UPCOMING EVENTS:

1. Park Impact Fee Nexus Study
2. Friends of Carmichael Park Update
3. Palm Avenue Park Naming
4. 2007 Staff Objectives – Quarterly Report

TIME AND PLACE OF NEXT MEETING:

1. **Regular Meeting – Public Hearing**
Proposed: Meeting Thursday, October 18, 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.
2. **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**
Information received. No action taken.

The following motions were made in open session:

Motion #4

M: Tateishi; S: Dover – The Advisory Board voted to approve a 3.4% COLA for FY 2007-08 for all full time employees, formerly represented by AFSCME in the classifications of Park Maintenance Workers I and II, Custodian, Bookkeeper, and Secretary/Receptionist; retroactive to the first pay period of the fiscal year which was June 24, 2007 to July 7, 2007. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Safford

ADJOURNMENT – 8:10 p.m.

Sincerely,

Celeste Van Alstyne, Administrative Secretary

APPROVED BY:

ATTESTED BY:

BONNIE BERNIS
CHAIRMAN TO THE BOARD

CELESTE VAN ALSTYNE
CLERK OF THE BOARD