

**CARMICHAEL RECREATION & PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
JANUARY 18, 2007**

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 Chairman Berns.

Roll Call:

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

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

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION.

CONSENT ITEMS

1. **Minutes:** November 16, 2006 – Regular Meeting
December 11, 2006 – Regular Meeting
December 16, 2006 – Special Meeting
2. **Accounts Payable:** November 30, 2006
December 31, 2006
3. **Accounts Receivable:** December 2006
January 2007

Motion #1

M: Tateishi; S: Dover – The Advisory Board voted unanimously to approve the consent matters, as presented. UNANIMOUS VOTE.

CORRESPONDENCE: Received and filed -

1. **Mission Oaks RPD:** Letter of appreciation regarding use of Carmichael RPD facilities during October while their Center was being renovated.
2. **Emergency Instruction Institutes:** Letter of thanks to the Carmichael RPD and Tracy Kerth regarding use of a district facility to accommodate a special CPR/First Aid Class.
3. **Sylvan Cemetery District:** Position letter regarding proposed legislation to permit the Sacramento County Department of Finance to charge for services provided to districts.
4. **Carmichael Chamber Of Commerce:** Letter regarding their future involvement with the 4th of July Fireworks Celebration.

ACTION ITEMS

1. Advisory Board Committee Assignments for 2007: (Berns)

Motion #2

M: Tateishi; S: Younger - The Advisory Board voted unanimously to accept the committee assignments, as presented (attached). UNANIMOUS VOTE.

2. Staff Work Plan for 2007: (Harrison)

The proposed work plan for the 2007 Objectives developed by Staff was presented.

Motion #3

M: Safford; S: Tateishi - The Advisory Board voted unanimously to adopt the proposed Staff Work Plan for 2007, as presented. UNANIMOUS VOTE.

3. District's Role Re: 4th of July Fireworks Program: (Harrison)

Involved a recommendation to expand the District's role in the program. An update re: site recommendation to follow.

Motion #4

M: Tateishi; S: Dover - The Advisory Board voted unanimously to expand the District's role as sponsor of the 4th of July Fireworks Program. UNANIMOUS VOTE.

4. La Sierra Community Center: Fire Alarm (Maddison)

Recommendation regarding contract award for the fire alarm project.

Motion #5

M: Younger; S: Tateishi - The Advisory Board voted unanimously to award the contract to S.E. Technologies, Inc. for the La Sierra Community Center, Fire Alarm System, Phase I & II, in the amount of \$62,500, representing the lowest, responsible bid. UNANIMOUS VOTE

5. Reclassification Of Custodial Assistants (Penney)

Involved a proposal to reclassify the Custodial Assistants to Regular Part-time status, making them eligible for benefits.

Motion # 6

M: Dover; S: Tateishi - The Advisory Board voted unanimously to reclassify the Custodial Assistants to Regular Part time status, making them eligible for benefits, effective January 27, 2007. UNANIMOUS VOTE

PRESENTATION ITEMS

1. CIP for FY 2006-07: (Maddison)

The Quarterly Update Report was presented.

2. Administrative Analyst: (Harrison)

Introduction of the Administrative Analyst and the initial work plan was presented.

3. Master Plan: (Harrison)

Update/status report. Community workshops to be held in late April and early May, TBA.

4. Palm Ave: (Harrison)

Park site Project Update - Escrow has opened. Received Request for Qualifications from nine

different consultants. Panel interviews will be conducted with a recommendation to follow. The planning & development process was discussed, which will include at least two neighborhood meetings. A target date of June 2008 for the park's opening.

5. Staff Reports (Harrison, Kerth, Maddison, Murray, and Penney)

Staff provided general monthly updates.

6. Advisory Board Member Reports

Director Dover reported on the difficulties to attract players by the Carmichael Little League and their continued efforts regarding sign ups. Director Dover also reported on the good turn out for the public meeting in December by the Citizen's Advisory Committee regarding the Carmichael Fair Oaks Blvd. Corridor Plan. Director Tateishi reported that he will be unable to attend the February 15, 2007 meeting.

NEW BUSINESS

Future Agenda Items/Upcoming Events -

1. Quarterly Staff Reports
2. Master Plan Update
3. Palm Ave. Site Update

TIME AND PLACE OF NEXT MEETING

Regular Meeting:

The next regular Advisory Board Meeting is scheduled for Thursday, February 15, 2007, 6 PM in the Community Clubhouse at Carmichael Park.

RECESS TO CLOSED SESSION

Liability Claims

Kelley v Carmichael Recreation & Park District
Pursuant to California Government Code § 54956.95

RETURN TO OPEN SESSION

Closed Session Report:

Re: Liability Claims

Received information. No action was taken.

ADJOURNMENT: The Advisory Board adjourned the meeting at 7:25 PM.

Sincerely,

Ingrid S. Penney, ASM

APPROVED BY:

ATTESTED BY:

BONNIE BERNS
CHAIRMAN TO THE BOARD

INGRID S. PENNEY
CLERK OF THE BOARD