

**CARMICHAEL RECREATION & PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
APRIL 19, 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, and Tateishi. Younger joined meeting at 6:07 PM.

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

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION

CONSENT ITEMS:

1. Minutes

March 15, 2007 – Regular Meeting
March 31, 2007 - Special Meeting - Park Tour
April 4, 2007 - Special Meeting

2. Financial Statement

February 28, 2007

3. Accounts Payable

March 31, 2007

4. Accounts Receivable

April 2007

Motion #1

M: Safford; S: Tateishi - The Advisory Board voted to approve the consent matters, as presented.

The motion carried, as follows: AYES: Berns, Dover, Safford, and Tateishi NOES: None

ABSTAINED: None ABSENT: Younger

CORRESPONDENCE: Nothing to report

Action and Presentation Items taken out of sequence to accommodate guests in attendance.

ACTION ITEMS:

5. Palm Ave Site - Citrus Heights Water District (Harrison)

A report back was presented regarding the proposal by the Citrus Heights Water District (CHWD) for a well site to be located at Palm Avenue Park site. Administrator Harrison indicated that while the CHWD provided an attractive proposal, given the history of the site, reduction of the available park property, and the fact that the park district has sufficient funding necessary to develop the park, staff could not support the proposal. Community members present were pleased with the staff recommendation, not wanting the well to be located within the park. Bob Churchill of the Citrus Heights Water District was present and acknowledged the district's position.

Motion #2

M: Safford; S: Dover – The Advisory Board voted unanimously to oppose Citrus Heights Water District's proposal for a well site at the Palm Ave. park site. UNANIMOUS VOTE

PRESENTATION ITEMS:

1. Palm Ave. (Harrison)

Involved a re cap of the recent master plan meeting regarding the Palm Ave. park site development and an update on the project. Beals will provide conceptual ideas of alternate proposals for additional input for the May 19, 2007 meeting before a final recommendation is made. A letter was sent to inform on the public process and the May 19, 2007 meeting. A petition was received requesting a dog park at the Palm Ave. park site.

Staff has been meeting with Sixells regarding the project. Sixells has offered to provide off site improvements, such as street improvements and payment of fees for moving power poles. Staff has also been working with Supervisor Peters office to address expediting the CEQA process. Another meeting with Supervisor Peters office is planned for May 2, 2007 to affirm the master plan and discuss the CEQA timeline with county staff.

Sixells paid the 2nd installment of the non-refundable deposit in the amount of 100K for a total of 200K into the escrow account. The District will be receiving the deposit shortly, as soon as the funds can be released.

ACTION ITEMS:

1. Capital Equipment Budget for FY 2006-07 - Line Item Adjustment (Maddison)

A staff recommendation was made to purchase a turf vehicle and make a line item adjustment not to exceed the total capital equipment budget.

Motion #3

M: Dover; S: Younger – The Advisory Board voted unanimously to approve the purchase of a turf vehicle in the amount of \$8,488.39 and make a line item adjustment not to exceed the total capital equipment budget. UNANIMOUS VOTE

2. La Sierra Community Center - Kids Hangout Project (Maddison)

Contract with Stantec Architecture for the LSCC - Kids Hangout Project for plan and design services, construction documents, and plan check presented for approval.

Motion #4

M: Younger; S: Tateishi - The Advisory Board voted unanimously to approve the contract, as amended, that a statement be added that services for construction support may be provided on an as needed basis at additional cost, at rates listed within the contract when pre approved by the District. UNANIMOUS VOTE

3. CAPRI Board of Directors - 2007 Election/Call for Nominations (Penney)

A report was given regarding an opening for service on the California Association for Park & Recreation Insurance Board of Directors. It was the consensus of the Advisory Board to hold over the item for next session to allow staff to make a recommendation should a staff member have interest to serve.

4. 2007 CARPD Conference - May 3 -5 (Penney)

The Annual conference for the California Association of Recreation & Park Districts was discussed. Jack Harrison will be attending May 4th and 5th and Ingrid Penney planned to attend

May 4th. Board members were encouraged to attend if possible. No action taken.

PRESENTATION ITEMS:

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

Staff provided general monthly updates on operations, projects, and events.

Administrator Harrison provided an update on the Nexus Study and next steps. He reported further on the meeting planned for May 2, 2007 with Supervisor Peters office to include discussions about Palm, the District-wide Master Plan, Carmichael Park redevelopment, and the Nexus Study - Park Impact Fees.

Tracy invited the Advisory Board to Creek Week festivities planned for April 28, 2007. She also shared about the methods used for community outreach for the District-wide Master Plan and the Palm Ave. meeting. The summer brochure will be direct mailed within the next week.

Keith reported on the season start-ups for the parks and the weed abatement program for the undeveloped sites.

Rich reported that the ice machine was replaced at LSCC; softball leagues have started; that the recreation division staff met with Mission Oaks RPD recreation division staff to discuss marketing of programs and development of a teen program(s).

Ingrid reported on completion of the lease documents for the IES project; purchase of equipment for PowerPoint; T-Mobile lease scheduled with BOS; and hosting a CAPRI workshop.

2. Master Plan (Harrison)

Master Plan project update: Discussion regarding the Carmichael Park Workshop and schedule of upcoming activities and public workshops. A listing of Master Plan activity dates will be forthcoming for the Advisory Board.

3. 2007 Objectives - Work Plan (Harrison)

Quarterly report was presented.

4. CIP FY 2006-07 (Maddison)

Quarterly Update Report was presented.

6. Advisory Board Member Reports

Director Tateishi reported that he will attend the CAPRCBM meetings May 19 and 20, 2007.

Director Safford reported that she has applied to the County of Sacramento for reappointment for a second term with the CRPD Advisory Board.

Director Berns reported that she will not be available for the May 17, 2007 regular meeting; and reported that the Carmichael RPD and Mission RPD staff will be the featured speakers at the Chamber meeting, scheduled for June 25, 2007.

NEW BUSINESS

Future Agenda Items/Upcoming Events:

1. Palm Avenue Park Site Update - Report on workshop re: master plan
2. Master Plan - Report on Community Workshops
3. Quarterly Staff Report on District operations, projects, and events
4. Proposed CIP for FY 2007-08; Proposed Final Budget for FY 2007-08

TIME AND PLACE OF NEXT MEETING:

1. Special Meeting

Proposed Special Meeting scheduled for May 3, 2007 was canceled.

2. Regular Meeting

Meet May 17, 2007, 6:00 pm in Community Clubhouse #2 at Carmichael Park.

RECESS TO CLOSED SESSION

Public Employee Discipline/Dismissal/Release

Pursuant to California Government Code §54957

Conference with Labor Negotiators

Agency designated representatives: Jack Harrison, Ingrid Penney, and Matt Connolly

Represented Employees: AFSCME

Unrepresented Employees

Pursuant to California Government Code §54957.6.

The following item was removed from the agenda:

Conference with Legal Counsel - Existing Litigation

Significant exposure to litigation - one case.

Pursuant to California Government Code §54956.9 (a)

RECONVENE TO OPEN SESSION - CLOSED SESSION REPORT

Information received - no action taken on the following:

Public Employee Discipline/Dismissal/Release

Conference with Labor Negotiators

Item removed from the agenda, not discussed:

Conference with Legal Counsel - Existing Litigation

ADJOURNMENT: The Advisory Board adjourned the meeting at 9:02 PM.

Sincerely,
Ingrid S. Penney, ASM

APPROVED BY:

ATTESTED BY:

BONNIE BERNS
CHAIRMAN OF THE BOARD

INGRID S. PENNEY
CLERK OF THE BOARD