

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
AUGUST 19, 2010 REGULAR MEETING**

Directors: Borman, Brown, Dover, Safford, and Younger

CALL TO ORDER: The regular meeting of the Carmichael Recreation and Park District Advisory Board of Directors was called to order at 6:05 p.m. by Chairman Younger.

ROLL CALL:

Directors Present: Brown, Dover, and Younger
 Director Absent: Safford & Borman . excused absence
 Staff Present: Harrison, Kerth, Maddison and Yarber

PLEDGE OF ALLEGIANCE – Boy Scout Troop 55 led the Pledge of Allegiance

CHAIRMAN YOUNGER MOVED THE ADVISORY BOARD MEMBER REPORTS TO THE END OF THE MEETING.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION ON ITEM(S) NOT SCHEDULED ON THE AGENDA – none

CONSENT ITEMS:

1. **MINUTES**
July 15, 2010 . Regular Meeting
2. **FINANCIAL STATEMENT**
June 2010
3. **ACCOUNTS PAYABLE**
July 2010
4. **ACCOUNTS RECEIVABLE**
August 2010

Motion 1

M: Dover S: Brown – The Advisory Board voted to approve Consent Items 1 through 4, as presented. Unanimous vote of those present

CORRESPONDENCE: Received and Filed

July 31, 2010 California Legislature Assembly Certificate of Recognition . Presented to O'Donnell Heritage Park upon the grand opening.

NEWSPAPER ARTICLES: Received and Filed

Carmichael Times – July 21, 2010 - It takes a village . and \$250,000; Grand Opening! O'Donnell Heritage Park; Wall of Honor Nominations Needed; Carmichael Park Rocks in July!
Carmichael Times . August 4, 2010 . Good Things Happen When You Have Great Neighbors
Sacramento Bee . August 1, 2010 - Residents put money, sweat, good cheer into making park
California Special District . July . August 2010 . Working together for FUNds . Carmichael Recreation and Park District
Arden-Carmichael News . August 12, 2010 . The Power of Community (Neighbors, district, businesses unite to open O'Donnell Heritage Park)

ACTION ITEMS:

1. **PHASE 1 PROJECT AT SUTTER PARK SITE**
Presentation:
 Administrator Harrison said the cost to develop the Sutter side of the Jensen Project per the Master Plan

is approximately \$455,000. As with other new parks, the District and neighbors have agreed to share the cost for this new development. Neighbors goal has been to raise about \$200,000 by the end of 2010. In anticipation that neighbors would not be able to reach this goal by the end of 2010, the District met with the neighbors to discuss the feasibility and desirability of phasing in the Sutter site in two stages. The neighbors generally liked the idea.

Administrator Harrison said the first phase would be to improve the current parking, community garden entrance, and to develop a new pedestrian access and trail system connecting the Sutter site to Jensen Gardens. The portable restroom would be re-sited. This Phase 1 would cost about \$130,000, which would be shared by the neighbors; they have indicated raising \$65,000 is realistic by early 2011. District share would be partly done by District staff. These costs would be seen in FY 2011-12 budget.

Construction could begin by late summer, 2011, with opening by end of that year.

Administrator Harrison said the District has applied for a State grant for this project. If approved, it would pay for the entire park. He said the Phase 1 approach makes the park much more useable sooner.

Discussion:

Dan Vierra from the Sutter Park Neighborhood group asked if the trails would be decomposed granite. Administrator Harrison said yes, they would.

Sandy Helland from the Sutter Park Neighborhood group said she was supportive of this two-phase plan. Chairman Younger asked for a show of hands in the audience of who was here regarding this plan. Then asked how many of those people were supportive of the plan. All of them were supportive.

Motion 2

M: Brown S: Dover – The Advisory Board voted to approve developing the Sutter Park site in two phases and that the District plan to budget up to \$65,000 in FY 2011-12 to match the anticipated contributions from the neighbors.

Unanimous vote

2. PHASE 1 PROJECT AT JAN PARK SITE

Presentation:

Administrator Harrison said the cost to develop the Jan Drive Park site according to the approved revised Master Plan is approximately \$450,000. As with other proposed park developments, the District and neighbors agreed to work together to share the costs and obtain the necessary resources to build the new park. If equally shared, the neighborhood requirement would be about \$225,000, matched by the District. The goal has been to obtain these resources by the end of 2010. Over the last few months it has become evident that both the neighbors and the District would be unable to raise the full amount needed for the new park. Staff and the neighborhood representatives have determined that funds and volunteer help could be raised to accomplish a phased-in development. The first phase would include everything on the Master Plan except a play area, paved emergency access road, and turf area. Principle interest has been to improve the trail system and provide adequate and safe access. This will include a pedestrian bridge across the drainage ditch. This all comes out to \$125,000.

Administrator Harrison said the neighbors have a good beginning on fundraising. As use of the park site grows after phase 1, there is a potential for even more fundraising. Phase 1 makes the park more accessible and useful.

Staff is recommending that the Advisory Board approve developing the Jan Drive Park site in two phases and that the District will budget up to \$65,000 in FY 2011-12 to match funds raised by the neighborhood for Phase 1.

Discussion:

Joyce Carroll . neighborhood group . Developer coming in next to the park. She mentioned to the real estate broker that the developer has agreed to sit down with the District and neighborhood group and discuss plans. She also said their neighbor association very much supports this two-phase idea. It's very doable for them. They are getting donations and selling bricks, and currently have about \$13,200 in the bank. They are also committed to raise funds for Phase 2. They support the Staff recommendation. Director Brown thanked Joyce Carroll for all her efforts supporting Jan Park.

Motion 3

M: Brown S: Dover – The Advisory Board voted to approve developing the Jan Drive Park site in two phases and that the District will budget up to \$65,000 in FY 2011-12 to match funds raised by the neighborhood for Phase 1.

Unanimous vote.

5. PATRIOTS PARK WALL OF HONOR NOMINATION

Presentation:

Tracy Kerth said two nominations were received this year for the Patriots Park Wall of Honor. She met with community member Jim Byrnes, and they decided to nominate US Navy Lt. Daved Albert Warne. He was killed during Operation Desert Shield while flying a night mission off the carrier ~~%~~America+at the start of the Gulf War. His body was never recovered, but a marker has been placed in Arlington National Cemetery. He is survived by his wife and parents. His family is happy to have him nominated for local recognition.

Tracy Kerth said all the former inductees will be honored again, as well as the new inductee, at the event at Patriots Park on November 6.

Motion 4

M: Dover S: Brown – The Advisory Board voted to approve Navy Lt. David A Warne for the Patriots Park Wall of Honor, with the ceremony to be held Saturday, November 6, 2010 at 10 am at Patriots Park. Past Wall of Honor Heroes to be acknowledged as well.

Unanimous vote

PRESENTATION ITEMS:

1. * O'DONNELL PARK OPENING AND MANAGEMENT PLANS

Presentation:

Tracy Kerth said the O'Donnell Park opening on Saturday, July 31, was a memorable event. They served 650 hot dogs. Thanks to Alaina Lofthus, Elizabeth Crisante and other Recreation staff for running the event. She also thanked the Maintenance staff for all their hard work getting everything ready in time for the opening. She thanked the O'Donnell Neighborhood folks for all their hard work to make the new park possible.

Chairman Younger said Tracy Kerth and all Staff did a wonderful job.

Director Brown thanked the entire Recreation staff. She said they are all such great young people. She also said her family is enjoying the park nearly daily. She said she also has enjoyed watching teenagers play basketball there.

Keith Maddison said a maintenance staff person will weekly inspect O'Donnell and pick up trash in high use area. Staff will mow and edge weekly. Annually, they will do weed abatement. They will remove hazards and any graffiti as needed. They are planning to develop a volunteer crew as well.

Dan Viera from community thanked the District for a great job. He likes the O'Donnell butterfly area, and suggested plant identification markers would be a great idea.

2. * CAPP EVALUATION COMMITTEE (CEC) PROGRESS

Presentation:

Administrator Harrison said this was a monthly update. The next meeting would be the following Thursday night, August 26, which will be the third CEC meeting. The next task will be developing a project list which would be appropriate for the benefit assessment. Staff has developed a list for the CEC to discuss at the next meeting. At the next Advisory Board meeting the Advisory Board will be asked to approve a final project list. He said Mission Oaks Park District sees the merits of this process. He will be going back to them with the projects list as well. He said last night he went to Arcade Creek Park District to present information to their Advisory Board.

Chairman Younger said the representative from SCI consultants were at the last CEC meeting along with an attorney from the County to explain related legal information.

Administrator Harrison said the new projects list will have more funding for parks and less for the pool.

Director Brown asked if it was possible the assessment could be different in areas outside of the district.

Administrator Harrison said yes, would depend on number of projects they are close to.

Chairman Younger said consultants recommended limiting the number of zones of payment.

REPORTS

1. ADVISORY BOARD MEMBER REPORTS - DEFERRED TO AFTER STAFF REPORTS

2. STAFF REPORT

Staff Presentation:

Administrator Harrison said the final budget has been submitted to the County. They have added \$30,000 into budget for benefit assessment study, other \$11,481 has been added as a fund balance carryover. Final budget summary will be sent to the Advisory Board. It has been submitted to the County. \$7,000 per month from La Sierra month to month rentals is not in the budget.

Tracy Kerth said District just signed rental agreement for part of La Sierra space. Lease agreement will be coming. New tenant, Gateway Charter School, is leasing 4,000 square feet of space.

The Community Garden donated 35 boxes of food to the food closet. La Sierra office got a new copy machine, making the staff there very happy.

She asked Alaina Lofthus, Recreation Supervisor, to give report on her programs.

Alaina reported that the week of August 16 was last week of summer camp. The numbers were a little lower than they had hoped, but they went up the last two weeks. The Bridges Program is starting again with the beginning of the school year. They have 25 children signed up so far for Kids Hangout for week number one. Year-around staff is staffing Adult Sports. She said they have a great staff for this. They like getting extra hours when adults play evening sports. The standings and schedules are online now. The Volleyball League numbers have gone up. District now has Association referees. There were 74 teams during summer play. with the leagues at maximum number of teams on Tuesday, Wednesday and Thursdays.

Softball is also going well. Youth sports are coming up this fall and are ready to go. She thanked Director Dover for actively supporting youth sports.

Lee Ann Yarber said she met with Jason from State of California Grants Office on August 19. The feeling she got from him was that Capra might have the best chance at a grant because it is so unique. It's 45 to 60 days to go for a decision.

Keith Maddison said O'Donnell was completed on time and under budget by \$15,000 - \$20,000. The La Sierra crew is trying to catch up. They have lots of work to do to get the space renovation on 830 & 835 cleaned up and ready. They have to rehab other space the new tenant is going into. They are hoping to have the space ready by the end of September. There has been some vandalism at Patriots Park. Replacement lights are on order. The contract rangers have written 10 citations at Patriots for being there after hours. Four citations have been written at O'Donnell for the same violations. Final Patriots volunteer workday for the season is in October.

Jack Harrison said the neighborhood parks close at sunset. Anyone getting tickets are those after it is very dark. District has also asked the neighborhood watch volunteers to call the rangers if they see violations.

1. ADVISORY BOARD MEMBER REPORTS (DEFERRED REPORT)

Chairman Younger announced that this meeting was Director Dover's final meeting as a member of the Advisory Board. He thanked Director Dover for his participation and commitment to the District. On behalf of the District, he presented Director Dover with a small shadow box Tracy Kerth made.

Director Dover said his eight years went by very fast. When he came to the Board, Bonnie Berns was Board Chair and Peter Tateishi was on the Board. He said he really appreciated the Staff and all their hard work. He also said he will be helping with Jan Park.

NEW BUSINESS – None

UPCOMING EVENTS:

1. **Summer Concert** – River City Concert Band – Sunday August 22, 6:30 . 8:30 pm . Carmichael Park Bandshell.
2. **Summer Concert** – Capitol Pops Concert Band – Sunday, August 29, 6:30 . 8:30 pm . Carmichael Park Bandshell
3. **Founders Day Celebration** . Saturday, September 25, 11 am to 3 pm . Carmichael Park Bandshell

FUTURE AGENDA ITEMS

1. **Endorsement of County Parks Initiative**
2. **Interim Use Plans for Capra and Sutter Park Sites**

TIME AND PLACE OF NEXT MEETING:

1. Regular Meeting

Thursday, September 16, 2010, 6:00 pm, Community Clubhouse #2 at Carmichael Park

ADJOURNMENT – The meeting was adjourned at 7:18 p.m.

Respectfully submitted,

Betty Phillips
Secretary/Receptionist

APPROVED BY:

ATTESTED BY:

DAVID YOUNGER
CHAIRMAN OF THE BOARD

BETTY PHILLIPS
Secretary/Receptionist
Clerk of the Advisory Board of Directors