

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
APRIL 4, 2019 SPECIAL MEETING**

Directors: Arredondo-Carroll, Dax-Conroy, Harrison, Judd, and Rockenstein

CALL TO ORDER: The special meeting of the Carmichael Recreation and Park District Advisory Board of Directors was called to order at 6:00 p.m. by Chairman Rockenstein.

ROLL CALL:

Directors Present: Dax-Conroy, Harrison, Judd, and Rockenstein

Directors Absent: Arredondo-Carroll

Staff Present: Bellas, Lofthus, Penney, Perry, and Young

PLEDGE OF ALLEGIANCE – Chairman Rockenstein led the pledge

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION ON ITEM(S) SCHEDULED ON THIS AGENDA ONLY. – None

ACTION ITEMS:

FOR THE RECORD: Director Harrison arrived during the presentation of Item 1

1. LA SIERRA COMMUNITY CENTER LEASE - Chautauqua

AA Young made a recommendation to approve the First Amendment to the tenant lease with Chautauqua, retroactively for an extended term of three (3) years, January 1, 2019 to December 31, 2022, upon the same terms and conditions contained in the Lease; New monthly rental lease amount of \$2,510.02, representing a 5% increase last year's rate; authorize the District Administrator to sign and forward the First Amendment for execution by the Board of Supervisors.

Following the presentation, the item was discussed by the Advisory Board and then opened for public comment. After discussion, questions, and comments, the following motion was made:

Motion 1

M: Harrison S: Conroy – The Advisory Board voted to approve and recommend the First Amendment to the Lease between the Carmichael Recreation & Park District and Chautauqua Playhouse, Inc., retroactive to January 1, 2019 to December 31, 2022 with new monthly lease amount of \$2,510.02; to authorize the District Administrator to sign and forward the First Amendment to the County for execution by the Board of Supervisors. Unanimous of those present.

Vote:

Ayes: Directors: Conroy, Harrison, and Rockenstein

Noes: Directors: None

Abstain: Directors: None

Absent: Directors: Carroll and Judd

Recused: Directors: None

Vote: 3/0/0/2/0

2. LA SIERRA COMMUNITY CENTER LEASE – Sacramento Fine Arts Center

AA Young made a recommendation to approve the First Amendment to the tenant lease with Sacramento Fine Arts Center, retroactively for an extended term of five (5) years, January 1, 2019 to December 31, 2024, upon the same terms and conditions contained in the Lease; New monthly rental lease amount of \$2,909.77, representing a 5% increase last year's rate; authorize the District Administrator to sign and forward the First Amendment for execution by the Board of Supervisors.

Following the presentation, the item was discussed by the Advisory Board and then opened for public comment. After discussion, questions, and comments, the following motion was made:

Motion 2

M: Conroy S: Harrison – The Advisory Board voted to approve and recommend the First Amendment to the Lease between the Carmichael Recreation & Park District and Sacramento Fine Arts Center, retroactive to January 1, 2019 to December 31, 2024 with new monthly lease amount of \$2,909.77; to authorize the District Administrator to sign and forward the First Amendment to the County for execution by the Board of Supervisors. Unanimous of those present.

Vote:

Ayes: Directors: Harrison, Conroy, and Rockenstein

Noes: Directors: None

Abstain: Directors: None

Absent: Directors: Carroll and Judd

Recused: Directors: None

Vote: 3/0/0/2/0

3. LA SIERRA COMMUNITY CENTER LEASE – California Montessori Project, Inc.

ASM Penney made a recommendation to approve the Second Amendment to the tenant lease with California Montessori Project, Inc. for the terms and conditions of a shared project, LS Play Area Improvement Project; approve the design as submitted along with the add alternates; authorize the District Administrator to sign and forward the Second Amendment for execution by the Board of Supervisors.

Following the presentation, the item was discussed by the Advisory Board and then opened for public comment. After discussion, questions, and comments, the following motion was made:

Motion 3

M: Harrison S: Conroy – The Advisory Board voted to approve the design and add alternates, as submitted; approve the Second Amendment to the Lease between the Carmichael Recreation & Park District and California Montessori Project that incorporates the La Sierra Community Center Play Area Improvement Project; direct Staff to submit the Second Amendment to the Sacramento County Board of Supervisors for final approval and execution. Unanimous of those present.

Vote:

Ayes: Directors: Conroy, Harrison, and Rockenstein

Noes: Directors: None

Abstain: Directors: None

Absent: Directors: Carroll and Judd

Recused: Directors: None

Vote: 3/0/0/2/0

FOR THE RECORD: Director Judd arrived during the presentation of Item 4

4. FY2019-20 RECOMMENDED BUDGET PROPOSALS

ASM Penney shared the Staff and Budget Committee recommendation to approve the FY2019-20 Recommended Budget proposals for the Carmichael RPD General Fund 337A totaling \$5,905,439 and Assessment Fund 337B totaling \$695,273 for final approval and adoption by the County Board of Supervisors.

Following the presentation, the item was discussed by the Advisory Board and then opened for public comment. After discussion, questions, and comments, the following motion was made:

Motion 4

M: Harrison S: Conroy – The Advisory Board voted to approve and recommend the FY2019-20 Budgets for the Carmichael RPD General Fund 337A totaling \$5,905,439 and Assessment Fund 337B totaling \$695,273; for final approval and adoption by the County Board of Supervisors; expenditures for Fund 337B are placeholders for now to be reviewed further for possible change at Adopted Budget (final); Recommended Budgets approved, as presented:

Summary of Proposed Recommended Budget for FY 2019-20 General Fund 337A- Balanced Budget:

REVENUE TOTAL:	5,905,439	EXPENDITURES TOTAL:	5,905,439
Carry-over Fund Balance:	887,266	Operations:	4,757,252
Release from Reserve (equip)	30,000	Salaries/Benefits:	3,067,457
Taxes:	2,044,588	Services & Supplies:	1,689,795
Use of Money/Property:	1,373,421		
Aid-Gov'n't Agencies/Grants:	313,360	Interest & Assessments:	0
Charges for Service:	1,034,000	Capital Equip & C-I-P:	648,187
Other Revenue:	222,804	Contingency:	500,000
Total:	5,905,439	Total:	5,905,439

Summary of Proposed Recommended Budget for FY 2019-20 Assessment Fund 337B- Balanced Budget:

Revenues – \$695,273

Carry Over Fund Balance: \$690,773
 Projected Interest Earnings: 4,500

Expenditures – \$695,273

Services & Supplies: \$100,000
 Structures & Improvements: 450,000
 Other Improvements: 125,000
 Contingency: 20,273

TOTAL \$695,273

Unanimous of those present.

Vote:

Ayes: Directors: Judd, Conroy, Harrison, and Rockenstein
Noes: Directors: None
Abstain: Directors: None
Absent: Directors: Carroll
Recused: Directors: None
Vote: 4/0/0/1/0

For the record: Director Harrison recused himself and left the meeting prior to the Closed Session due to a conflict of interest

RECESS TO CLOSED SESSION

1. PUBLIC EMPLOYMENT

District Administrator Recruitment
 Pursuant to California Government code §54957

RECONVENED TO OPEN SESSION – CLOSED SESSION REPORT

Motion 5

M: Conroy S: Judd – The Advisory Board voted to enter into a personnel services contract with Jack Harrison for Carmichael Recreation & Park District to provide consultant services related to day operations and support. Unanimous of those present.

Vote:
Ayes: Directors: Judd, Conroy, and Rockenstein
Noes: Directors: None
Abstain: Directors: None
Absent: Directors: Carroll
Recused: Directors: Harrison
Vote: 3/0/0/1/1

TIME AND PLACE OF NEXT MEETING:

1. Regular Meeting

Proposed: Thursday, April 18, 2019 at 6:00 pm, Community Clubhouse #2 at Carmichael Park

ADJOURNMENT – The meeting was adjourned at 9:28 p.m.

Respectfully submitted,

Ingrid S. Penney, Administrative Services Manager
For Clerk of the Advisory Board of Directors

APPROVED BY:

ATTESTED BY:

MICHAEL ROCKENSTEIN
CHAIRMAN OF THE BOARD

Ingrid Penney, Administrative Services Manager
for Clerk of the Advisory Board of Directors