

**CARMICHAEL RECREATION & PARK DISTRICT  
MINUTES: ADVISORY BOARD OF DIRECTORS  
FEBRUARY 15, 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 Younger

Directors Absent: Tateishi

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

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

**CONSENT ITEMS**

1. **Minutes:** January 18, 2007– Regular Meeting
2. **Financial Statement:**  
October 31, 2006 - November 30, 2006 - December 31, 2006
3. **Accounts Payable:** January 31, 2007
4. **Accounts Receivable:** February 2007
5. **Tenant Lease Schedule:**  
December 2006 - January 2007 - February 2007
6. **Activity Report:**  
November 2006 - December 2006 - January 2007

**Motion #1**

M: Safford; S: Dover – The Advisory Board voted unanimously to approve the consent matters, as presented. UNANIMOUS VOTE OF THOSE PRESENT. ABSENT: Director Tateishi

**CORRESPONDENCE: Received and filed -**

1. **Carmichael Senior Softball League:** Thank you letter to the District for facilities and services provided at Carmichael Park.
2. **Sacramento County Sheriff's Department** - Staff commendation letter.

## **ACTION ITEMS**

### **1. 2007 Staff Work Plan (Harrison)**

The Proposed 2007 Staff Work Plan arranged by monthly targeted tasks was presented for approval.

#### **Motion #2**

M: Dover; S: Younger – The Advisory Board voted unanimously to approve the 2007 Staff Work Plan, as presented. UNANIMOUS VOTE OF THOSE PRESENT. ABSENT: Director Tateishi

### **2. 2007 July 4th Fireworks Program (Harrison/Kerth)**

Proposed site relocation to the La Sierra Community Center for the annual fireworks program.

#### **Motion #3**

M: Safford; S: Younger – The Advisory Board voted unanimously to approve the staff recommendation regarding relocation of the 2007 July 4th Fireworks Program to the LSCC, as presented. UNANIMOUS VOTE OF THOSE PRESENT. ABSENT: Director Tateishi

## **PRESENTATION ITEMS**

### **1. CPRS Conference Participation (Harrison)**

Received presentation on District attendance at the California Park & Recreation Society Annual Conference, to be held March 8 - 10, 2007. Available budget: \$2,436.

### **2. Palm Ave. (Harrison)**

Received an update regarding the Park Ave. - A public workshop has been scheduled for April 14, 2007 at 9 AM at the Dewey School.

### **3. Master Plan (Harrison)**

Received information regarding the Master Plan project - Random survey has been mailed and results will be presented in April 2007.

### **4. Audit Report (Penney)**

A presentation was made of Final Audit Report for FY 2002 -03, 2003-04, 2004-05.

### **5. Mid Year Budget Update & FY 2007-08 Preliminary Budget Timeline (Penney)**

Involved a presentation of FY 2006-07 mid year revenues and expenditures and FY 2007-08 budget process timeline.

### **6. Staff Reports - Quarterly Reports (Harrison, Kerth, Maddison, Murray, and Penney)**

Receive and filed.

### **7. Advisory Board Member Reports**

Director Safford announced and congratulated Keith Maddison on his selection as Outstanding Park and Recreation Professional by the California Association of Park and Recreation Commission and Board Members.

## **NEW BUSINESS**

### **Future Agenda Items/Upcoming Events -**

1. FY 2007-08 Preliminary Budget
2. Palm Avenue Park Site - Consultant Agreement for park planning and design services.
3. Equipment Purchase - Bid Award for chipper.
4. Master Plan - Report of Park Site Assessments

### **TIME AND PLACE OF NEXT MEETING**

**1. Special Meeting:**

Meet Thursday, March 1, 2007, 6:00 pm in Community Clubhouse #2 at Carmichael Park.

**2. Regular Meeting:**

Meet Thursday, March 15, 2007, 6:00 pm in Community Clubhouse #2 at Carmichael Park.

### **RECESS TO CLOSED SESSION**

#### **Liability Claims**

DeYoung v Carmichael Recreation & Park District

Kelley v Carmichael Recreation & Park District

Price v Carmichael Recreation & Park District

Pursuant to California Government Code § 54956.95

### **RETURN TO OPEN SESSION**

#### **Closed Session Report:**

##### **Re: Liability Claims**

Received information on all three claims. No action was taken.

**ADJOURNMENT:** The Advisory Board adjourned the meeting at 7:30 PM.

Sincerely,

Ingrid S. Penney, ASM

APPROVED BY:

ATTESTED BY:

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BONNIE BERNS  
CHAIRMAN TO THE BOARD

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INGRID S. PENNEY  
CLERK OF THE BOARD