

**CARMICHAEL RECREATION & PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
JUNE 15, 2006**

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 Safford.

Roll Call:

Directors Present: Dover, Safford, and Tateishi

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

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION. – Nothing to report.

CONSENT ITEMS

1. **Minutes:** May 18, 2006 – Regular Meeting
2. **Financial Statement:** April 30, 2006
3. **Accounts Payable:** May 2006
4. **Accounts Receivable:** June 2006
5. **Activity Report:** May 2006
6. **Tenant Lease Schedule:** June 2006

MOTION #1

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

CORRESPONDENCE

Carmichael Cactus & Succulent Society: Letter following their annual show and sale thanking the District staff and complimenting the facilities. Received and filed.

ACTION ITEMS

1. **FY 2006/2007 & 2007/2008 Capital Improvement and Rehabilitation Program (Harrison)**
Staff presented proposed projects and expected costs, updated since May 18 meeting.

Motion #2

M: Tateishi; S: Dover – The Advisory Board voted unanimously to approve the staff recommendation to approve the FY 2006/2007 & 2007/2008 Capital Improvement and Rehabilitation Program. UNANIMOUS VOTE.

2. **O'Donnell Heritage Park Sign (Harrison)**

A staff recommendation was made to remove monument sign from the undeveloped site and replace it with a sign reading "Future Site of O'Donnell Heritage Park."

Motion #3

M: Tateishi; S: Dover – The Advisory Board voted unanimously to approve the staff recommendation to remove the monument sign from O'Donnell Heritage Park and replace with a sign reading "Future Site of O'Donnell Heritage Park." UNANIMOUS VOTE.

3. Portable Restrooms at District Parks (Harrison)

A staff recommendation was made to install portable restrooms at Cardinal Oaks Park, Del Campo Park, and Schweitzer Grove Nature Area.

Motion #4

M: Dover; S: Tateishi – The Advisory Board voted unanimously to approve the staff recommendation to install portable restrooms at Cardinal Oaks Park, Del Campo Park, and Schweitzer Grove Nature Area. UNANIMOUS VOTE.

PRESENTATION ITEMS

1. Security Upgrades at District Offices (Harrison)

Staff presented information regarding recent security evaluation made for the offices at Carmichael Park and the La Sierra Community Center. Minor changes have identified to improve security at both locations to be implemented in FY 2006-07.

2. Agenda for June 20, 2006, Meeting with Mission Oaks Advisory Board (Harrison)

Staff provided a suggested agenda for the meeting. The Advisory Board concurred, adding that the agenda should follow the special meeting agenda format. Director Tateishi indicated that he may not be able to attend due to a scheduling conflict.

3. Employee Luncheon (Harrison)

Staff presented information regarding an upcoming staff meeting/luncheon, scheduled for Friday, July 21, 2006, at 11:30 AM, at the Daniel Bishop Memorial Pavilion in Carmichael Park.

4. Manager of Facilities & Park Services (Harrison)

Staff presented the information regarding the opening/job announcement published in the CPRS job listing for the Manager of Facilities & Park Services.

5. Gala 4th of July Fireworks (Kerth)

Staff presented an update on event planning and the financial status of the fund.

6. Skate Park (Kerth)

Staff shared information and photos concerning a recent painting project for the LS Skate Park.

7. New Park Signage (Maddison)

Staff presented samples of the new aluminum signage being placed in District parks which replace the deteriorated wooden park signage.

8. WCISA Fire Mitigation Work Day at Schweitzer Grove Nature Area (Maddison)

Staff update on the work day planned for Saturday, June 24, 2006, including discussion of tasks performed in preparation for the event.

9. Del Campo Park: Focus on the Park (Maddison)

Staff made a presentation of the site location, photos of the park, history, and park features.

10. Palm Avenue Park Site Settlement (Penney)

Staff made a presentation of a \$125,000 check, representing partial settlement approved in 2004 and received on May 31, 2006 for dismissal from the lawsuit and removal of power of termination and right of re-entry from the deed with respect to the Castronovo defendants.

11. FY 2001/2002 District Audit (Penney)

Staff provided the FY 2001-02 District Audit Report prepared by the Sacramento County Department of Finance Audits Division.

12. Proposition 12 Grant for Gym Light Project Audit (Penney)

Staff provided the Proposition 12, Grant for Gym Light Project Audit Report prepared by the State of California, Department of Parks and Recreation.

13. Staff Reports (Harrison, Kerth, Maddison, Murray, and Penney) – Received and filed. Staff added that David Younger has been appointed by the Sacramento County Board of Supervisors to serve on the Carmichael Recreation & Park District Advisory Board.

14. Advisory Board Reports – It was discussed that the County is looking for one staff member and one Advisory Board member to serve on the Fair Oaks Blvd. Citizens Advisory Committee. Keith Maddison will serve on the part of staff, while the Advisory Board member selection to follow.

NEW BUSINESS – Harrison provided a preview of upcoming items for the Advisory Board meeting, as follows: FY 2006-07 Final Budget, Recruitment process for the District Administrator, IES Study, CIP & Master Plan Process, Report back on Schweitzer Grove Nature Area Work Day, Report back on portable restrooms placement, and the District audit.

TIME AND PLACE OF NEXT MEETING

1. Special Meetings

A special meeting for June 20, 2006 at 7:00 PM with the Mission Oaks Recreation & Park District is planned to meet at North Park, 3344 Mission Avenue, Carmichael. A special meeting may be held on Thursday, July 6, 2006 at 6 PM, in the Gibbons Room at the La Sierra Community Center.

2. Regular Meeting

The next regular Advisory Board Meeting is scheduled for Thursday, July 20, 2006, 6:00 PM in the Community Clubhouse at Carmichael Park.

RECESS TO CLOSED SESSION

Public Employee Discipline/Dismissal/Release

Pursuant to California Government Code § 54957

Conference with Real Property Negotiators

Palm Avenue Park Site, Parcel #s 239-0070-067 & 239-0070-068

Negotiators: Jack Harrison and Ingrid Penney working with County Real Estate and County

Counsel
Negotiating Parties: Sixells, LLC
Under Negotiation: Terms
Pursuant to California Government Code § 54956.8

RETURN TO OPEN SESSION

Closed Session Report:

Staff was given direction regarding the personnel matter.
Regarding the property negotiations, information was received and no action taken.

Adjournment: The Advisory Board adjourned the meeting at 7:45 PM.

Sincerely,

Ingrid S. Penney, FAA

APPROVED BY:

ATTESTED BY:

BARBARA SAFFORD
CHAIRMAN TO THE BOARD

INGRID S. PENNEY
CLERK OF THE BOARD