

**CARMICHAEL RECREATION & PARK DISTRICT  
MINUTES: ADVISORY BOARD OF DIRECTORS  
OCTOBER 19, 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: Berns, Dover, Safford, Tateishi and Younger

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

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

**CONSENT ITEMS**

1. **Minutes:** August 17, 2006 – Regular Meeting  
September 7, 2006 – Special Meeting  
September 21, 2006 – Regular Meeting  
September 25, 2006 – Special Meeting
2. **Financial Statement:** July 31, 2006  
August 31, 2006
3. **Accounts Payable:** August 31, 2006  
September 30, 2006
4. **Accounts Receivable:** September 2006  
October 2006
5. **Tenant Lease Schedule:** September 2006  
October 2006
6. **Activity Report:** August 2006  
September 2006

Item #2 – Pulled from the consent items, deferred to a future meeting.

**Motion #1**

M: Berns; S: Tateishi – The Advisory Board voted unanimously to approve the consent matters 1, 3 - 6, as revised; the minutes of September 21, 2006 were revised to reflect that in the closed session report re: Conference with Real Property Negotiators, information was received and no action was taken. UNANIMOUS VOTE.

## **CORRESPONDENCE**

Letter from a resident addressed to the Advisory Board Members regarding Capra Park was received and filed.

## **ACTION ITEMS**

### **1. Park Impact Fees. (Harrison)**

Staff made recommendation regarding a proposal for a park impact fees nexus study. Our District's share of the cost is estimated at \$20,000.

### **Motion #2**

M: Dover; S: Younger- The Advisory Board voted unanimously to approve the staff recommendation to participate in a park impact fees nexus study. UNANIMOUS VOTE.

## **PRESENTATION ITEM #1 – taken out of sequence, as follows:**

### **1. Kiwanis Club of Carmichael, Inc.**

A presentation was made by Karen Borman, President of the Carmichael Kiwanis Club, regarding the Carmichael Park pool. Kiwanis expressed concerns regarding the timeline for the project. They offered support for any public awareness campaigns and/or fundraising efforts.

The Advisory Board addressed the group's interest and concerns regarding the pool. Director Berns indicated that the District is embarking on a District-wide Master Plan to include considerations of a pool/aquatic center for Carmichael Park. Director Tateishi shared that the District has not lost sight of the need; that there are many problems with the existing pool and locker room/office facility. He encouraged the Kiwanis Club's join the public input/participation in the District's master plan process; that there has been community support including some fund raising efforts, i.e. Monte Carlo Night, Shades of Carmichael. Chairman Safford indicated that it will be important to have stakeholders participate in the master plan. Interim District Administrator Harrison advised that the District has started a mailing list to identify the stakeholders for the master plan process, which will begin in early 2007; that the master plan will clarify recreation and facility needs and that the District will receive a specific site plan for Carmichael Park. Director Dover expressed appreciation for the interest shown by Kiwanis towards the pool; for being proactive in the Community.

### **2. Master Plan Agreement. (Harrison)**

Staff made a recommendation to approve a proposed contract with MIG for consulting services to prepare a District-wide Master Plan. The contract is to be submitted to the Sacramento County Board of Supervisors for final approval/contract award. It has been scheduled for November 21, 2006.

### **Motion #3**

M: Tateishi; S: Dover – The Advisory Board voted unanimously to approve the proposed contract with MIG for consulting services to prepare a 10 Year District-wide Master Plan; to submit the contract to the Sacramento County Board of Supervisors for final approval/contract award. UNANIMOUS VOTE.

**3. Schweitzer Grove Nature Area. (Maddison/Eppler)**

A proposal was presented by the Sacramento Tree Foundation to plant 150 oak trees in the Schweitzer Grove Nature Area. Zarah Wyly with the Sacramento Tree Foundation and Jerry Eppler, the District's Park Maintenance Supervisor (Grounds) presented the plan proposal. The Sacramento Tree Foundation plans to work with volunteers to plant trees (Valley Oaks, Blue Oaks, and Live Oaks), water and maintain them for three years, including mowing the under brush.

Director Tateishi questioned whether the District has adopted Greenprint. Interim District Administrator Harrison indicated that the County of Sacramento has; however, the District as a dependent district has not.

**Motion #4**

M: Tateishi; S: Berns – The Advisory Board voted unanimously to approve the staff recommendation regarding the Sacramento Tree Foundation plan proposal. UNANIMOUS VOTE.

**4. Personnel Policy (Maddison)**

A proposed update to the District's Uniform Policy was made to clarify the uniform provision for District employees; allows flexibility to purchase uniforms or use a uniform contract service.

**Motion #5**

M: Dover; S: Berns – The Advisory Board voted unanimously to approve the staff recommendation regarding, as presented. UNANIMOUS VOTE.

**5. IES Analysis and Findings (Maddison/Penney)**

This item involved an energy savings study for the La Sierra Community Center. Staff is working through additional questions regarding the contract and lease funding. This item has been deferred to a later date, once a recommendation can be made.

**6. Ethics Training (Penney)**

Involved proposed opportunities to address mandatory Ethics Training by self-study or an upcoming CSDA sponsored workshop.

**Motion #6**

M: Tateishi; S: Berns – The Advisory Board voted unanimously to address Ethics Training through an upcoming CSDA sponsored workshop, to be held on December 14, 2006. UNANIMOUS VOTE.

**PRESENTATION ITEMS**

**2. Recreation Program (Kerth)**

Staff made a presentation of upcoming holiday programs and events.

**3. Staff Appreciation Lunch (Harrison)**

Staff made a presentation of plans to hold a year end event to provide an update of activities and review of the past year's accomplishments.

**4. Staff Reports (Harrison, Kerth, Maddison, Murray, and Penney) – Received and filed**

## 5. **Advisory Board Member Reports**

Directors Dover and Tateishi reported on the Citizen's Advisory Committee regarding the Carmichael Fair Oaks Blvd. Corridor Plan. December 1, 2006 will be the first public hearing.

**NEW BUSINESS** – Nothing to report.

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

Items for next agenda: Sacramento Tree Foundation – Greenprint Program

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

### 1. **Special Meetings**

The next special Advisory Board Meeting is scheduled for Thursday, November 2, 2006, 6 PM in the Community Clubhouse at Carmichael Park.

### 2. **Regular Meeting**

The next regular Advisory Board Meeting is scheduled for Thursday, November 16, 2006, 6 PM in the Community Clubhouse at Carmichael Park.

## **RECESS TO CLOSED SESSION**

### **Public Employment**

District Administrator

Pursuant to California Government Code § 54957

### **Conference with Labor Negotiators**

Agency designated representatives: Jack Harrison and Ingrid Penney

Represented Employees: AFSCME

Unrepresented Employees

Pursuant to California Government Code §54957.6.

### **Public Employee Discipline/Dismissal/Release**

Pursuant to California Government Code § 54957

### **Liability Claims**

DeYoung v Carmichael Recreation & Park District

Lucas v Carmichael Recreation & Park District

Price v Carmichael Recreation & Park District

Pursuant to California Government Code § 54956.95

### **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:**

**Re: Public Employment**

Received information. No action taken.

**Re: Conference with Labor Negotiators**

**Motion #7**

M: Tateishi; S: Berns – The Advisory Board voted unanimously to approve the proposed salary schedule for full time represented employees, which includes a 3.9% COLA, effective for the next pay period beginning October 22, 2006; to approve the proposed salary schedule for part time represented employees, effective for the next pay period beginning October 23, 2006. UNANIMOUS VOTE.

**Re: Public Employee Discipline/Dismissal/Release**

Received information. No action was taken.

**Re: Liability Claims**

Received information. No action was taken.

**Re: Conference with Real Property Negotiators**

Received information. No action was taken.

**ADJOURNMENT:** The Advisory Board adjourned the meeting at 8:32 PM.

Sincerely,

Ingrid S. Penney, ASM

APPROVED BY:

ATTESTED BY:

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BARBARA SAFFORD  
CHAIRMAN TO THE BOARD

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INGRID S. PENNEY  
CLERK OF THE BOARD