

**CARMICHAEL RECREATION & PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
REGULAR MEETING
JANUARY 17, 2008**

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 Vice Chairman Tateishi.

Roll Call:

Directors Present: Tateishi, Dover, Safford, Younger

Directors Absent: Berns

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

Meeting Attendance: It was noted that absences of Director Berns for the November and December 2007 and for the January 2008 meeting are excused.

Agenda Change: Presentation Item 3 was removed from the agenda due to presenter's inability to attend the meeting.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION

Public Comments: A resident expressed disappointment with the process used in developing the Master Plan and her understanding of the Advisory Board's decision to sell park land. The neighbors in the area of Capra Park do not want to see the land sold and she would like to be involved in the process regarding the plan for the Capra Park. Another resident discussed the 30 year history of volunteers at the Schweitzer Grove Nature Area. Comments were also made asking the Advisory Board to look at the undeveloped parks as open space.

Administrator Harrison and Director Tateishi responded by making it clear that any proceeds from park land that may be sold in the future, will only be used to benefit the same site. The aquatic center will be funded through other means. Neighbors of the individual undeveloped sites will be included in the process of creating specific site plans. There are no plans to sell any site in its entirety.

Residents who spoke: Jennifer Enos and Joan Komaromi

CONSENT ITEMS:

1. **MINUTES**
December 20, 2007 – Regular Meeting
2. **FINANCIAL STATEMENT**
November 30, 2007
3. **ACCOUNTS PAYABLE**
December 31, 2007
4. **ACCOUNTS RECEIVABLE**
January 2008

Motion #1

M: Younger; S: Dover – The Advisory Board voted to approve the consent items, as presented.
UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns.

CORRESPONDENCE: Letter from Joan Komaromi and response from Administrator Harrison were reviewed and filed.

ACTION ITEMS:

1. DISTRICT PERSONNEL POLICY

Ingrid Penney presented the updated Draft Personnel Policy along with a summary of staff recommended changes.

Motion #2

M: Dover; S: Safford – The Advisory Board voted to approve the Draft Personnel Policy as presented. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns.

2. DISTRICT POLICY RE: INSURANCE COVERAGE

Ingrid Penney presented Resolution CP-011708-01 regarding Workers Compensation Coverage for Volunteers and a summary of the benefits and cost of such coverage.

Motion #3

M: Dover; S: Safford – The Advisory Board voted to adopt Resolution CP-011708-01 as presented. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns.

3. CARMICHAEL AREA TENNIS CLUB

Ray Klinefelter from the CATC presented a one page information sheet requesting to have the Advisory Board sign a resolution recognizing the CATC as a partner of the District. He also requested a Community Partnership Agreement be signed by the Advisory Board at the next scheduled meeting. The Advisory Board referred Mr. Klinefelter back to staff to determine if an agreement would be beneficial to the District. Information was received. Administrator Harrison offered to meet with Mr. Klinefelter prior to the next Advisory Board Meeting. No action taken.

PRESENTATION ITEMS:

1. QUARTERLY WORK PLAN

Administrator Harrison presented the Quarterly Work Plan covering the months of October, November, and December. The 2008-09 Work Plan will be developed in the Spring consistent with the 2008-09 budget. The Advisory Board expressed their gratitude for the tremendous progress made by staff over the past several months.

2. PARK DISTRICT LAW ENFORCEMENT

Sergeant Adam Bragg presented a law enforcement report including a summary of activity within the District.

3. FRIENDS OF JENSEN BOTANICAL GARDENS

Removed from agenda for a later date.

4. FRIENDS OF CARMICHAEL PARKS

Administrator Harrison stated we had received six positive responses from candidates for the Friends of Carmichael Park group. He recommended we shift the focus of the group to the pool. The group would focus on developing a funding strategy and getting information out to the community. Another update will be provided at the next meeting after letters are sent out notifying respondents of the new focus.

5. ADVISORY BOARD MEMBER REPORTS

Director Dover reported the next Fair Oaks Blvd. Corridor meeting will be held on January 22nd. Business owners are invited to provide input. There will also be a workshop with the Sacramento County Board of Supervisors on February 13th at 6 pm.

Director Tateishi wanted it made known that as a member of the Carmichael Recreation and Park District Advisory Board he recognizes the misrepresentation of the District in the Sacramento Bee Article printed on the previous Sunday. He is sorry his fellow citizens are being misinformed.

6. PATRIOTS PARK

Administrator Harrison reported the approval for the County to proceed with the bid process for Patriots Park will go before the Board of Supervisors on February 5, 2008. The District will be responsible for doing the street improvements. Playground equipment and adding additional trees will become alternate improvements and could be deferred. Bids are due on March 13, 2008 and the results will be reported to the Advisory Board. Administrator Harrison also acknowledged Roger Berkenpas, representing the Neighbors of Palm Avenue Park, for working so well with the District in the development of the Site Plan.

7. STAFF REPORT

Administrator Harrison met with Supervisor Susan Peters to provide her with an overview of current District activities. He also attended the Carmichael Foothill Farms Community Council meeting regarding Park Impact Fees. Although they seemed supportive of the fees, no action was taken to make a recommendation to the Board of Supervisors.

Keith Maddison reported on the storm damage to the District parks. Twenty trees were lost with the majority of them being Ash trees.

8. DRAFT MASTER PLAN

Administrator Harrison reported on the Draft Master Plan. Due to DERA review, the plan will be delayed in being presented to the Board of Supervisors. There is a tentative date of March 26, 2008 for the plan to go before the Board.

9. AGREEMENT WITH SAN JUAN USD

Rich Murray reported on the MOU drawn up between San Juan Unified School District and several park districts including CRPD. The MOU will formalize previous verbal agreements and provides information on individual responsibilities for sports programs between agencies.

NEW BUSINESS – None to report

FUTURE AGENDA ITEMS/UPCOMING EVENTS:

1. Quarterly Recreation Activity Report - February
2. Quarterly Staff Report - February

TIME AND PLACE OF NEXT MEETING:

1. **Regular Meeting-** Thursday, February 21, 2008, 6:00 pm in Community Clubhouse #2 at Carmichael Park

RECESS TO CLOSED SESSION

1. **Conference with Legal Counsel - Existing Litigation**
Litigation - one case.
Pursuant to California Government Code §54956.9 (a)
2. **Public Employee Discipline/Dismissal/Release**
Pursuant to California Government Code §54957
3. **Public Employee Performance Evaluation**
Administrative Positions (2)
Pursuant to California Government Code §54957

RECONVENE TO OPEN SESSION - CLOSED SESSION REPORT

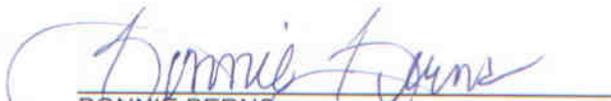
RE: Conference with Legal Counsel, Public Employee Discipline/Dismissal/Release, and Public Employee Performance Evaluation – Reports received, no direction given.

ADJOURNMENT – 7:45 PM

Sincerely,

Celeste Van Alstyne, Administrative Secretary

APPROVED BY:



BONNIE BERNS
CHAIRMAN OF THE BOARD

ATTESTED BY:



CELESTE VAN ALSTYNE
CLERK OF THE BOARD