

**CARMICHAEL RECREATION & PARK DISTRICT  
MINUTES: ADVISORY BOARD OF DIRECTORS  
REGULAR MEETING  
FEBRUARY 21, 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 Chairman Berns.

Roll Call:

Directors Present: Berns, Dover, Safford, Tateishi, Younger

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

**PRESENTATION OF NEW FLAG FOR VETERANS MEMORIAL HALL**

Dick Brink, Ed Rasmussen, and Douglas Barlew of Disabled American Veterans, Chapter 35 presented a new American flag to the District to replace the old flag at the Veterans Memorial Hall. The flag was received by Chairman Bonnie Berns on behalf of the District.

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

**Public Comments:** A resident expressed concern regarding vandalism in Schweitzer Grove Nature Area and asked about the security the District provides. Administrator Harrison provided an overview of the services provided by the park rangers.

Another resident commented on her concern for damage being done to the trees in the Schweitzer Grove Nature Area by discs from disc golfing. She would like to see the small trees protected by placing fencing around them. She also mentioned the Yellow Bill Magpies who nest in the trees stating they are on the endangered list and are at risk from the disc golfers. She requested more trees be planted by the Sacramento Tree Foundation because so many were removed last year. The new trees would be cared for by the neighbors

Director Younger and Keith Maddison, Park Maintenance Manager, discussed the trees that were removed in 2007 to create a fire break for the near by homes. Since that time, 150 Oak trees have been planted. They acknowledged some trees are damaged due to disc golf.

Residents who spoke: John Butler and Colleen Butler.

**CONSENT ITEMS:**

1. **MINUTES**  
January 17, 2007 – Regular Meeting
2. **FINANCIAL STATEMENT**  
December 31, 2007
3. **ACCOUNTS PAYABLE**  
January 31, 2008
4. **ACCOUNTS RECEIVABLE**  
February 2008
5. **RANGER MONTHLY REPORT**  
January 2008
6. **QUARTERLY RECREATION ACTIVITY REPORT**  
November, December, January

**MOTION #1**

M: Tateishi; S: Safford – The Advisory Board voted to approve the consent items as presented. UNANIMOUS VOTE

**CORRESPONDENCE:** Memo from Jennifer Enos was received and filed.

## **ACTION ITEMS:**

### **1. FRIENDS OF CARMICHAEL PARKS**

Director Tateishi - The purpose and expectations of the committee were discussed. Director Tateishi also recommended the Friends of Carmichael Parks Ad Hoc Committee, consisting of himself and Director Safford, be allowed to appoint more members to the Aquatic Committee without bringing it before the Advisory Board each time. Appointments were made to the Aquatic Committee and included: Karen Borman, Ron Greenwood, Gary Hursh, Ellen Kraemer, Paul Menard, and Carol Schweder. The first meeting will be held on March 6, 2008 at 6:00 p.m. in the District office.

#### **Motion #2**

M: Younger; S: Dover – The Advisory Board voted to allow the Friends of Carmichael Parks Ad Hoc Committee to appoint more members to the Aquatic Committee. UNANIMOUS VOTE

### **2. REQUEST FOR DISTRICT CO-SPONSORED TENNIS CLUB**

Tracy Kerth - A letter outlining a trial agreement between District and the Carmichael Area Tennis Club was presented. Staff is recommending the agreement be evaluated toward the end of an eight week period. At that time it will be determined if the agreement is beneficial to both the District and the club. Director Dover expressed concern over another tennis club causing additional closure of the tennis courts to the public. Director Younger questioned if membership dues are paid. Tracy stated dues are paid by members but one of the nights the courts would be used is not a member paid program.

#### **Motion #3**

M: Younger; S: Safford – The Advisory Board voted to approve the recommendation with the requirement the board receives a report evaluating the agreement in eight weeks. At that time the Advisory Board will review and determine approval of the agreement for continuation. AYES: Directors Berns, Safford, Tateishi, and Younger; NOES: None; ABSTAINED: Director Dover

### **3. FULTON-EL CAMINO & ARDEN MANOR RPD**

Letter from the Fulton-El Camino and the Arden Manor Recreation and Park Districts was presented with request for support re: reorganization to merge the two districts.

#### **Motion #4**

M: Tateishi; S: Dover - The Advisory Board voted to authorize staff to provide a letter of support for the unification of the Fulton-El Camino and Arden Manor Recreation and Park Districts. UNANIMOUS VOTE

## **PRESENTATION ITEMS:**

### **1. FRIENDS OF JENSEN BOTANICAL GARDENS**

Patricia Rhine gave the 2007 Friends of Jensen Botanical Garden Report. Report included statistics on volunteer hours, funds spent and trees and bulbs planted. The report also included information on projects, accomplishments, challenges, donations, and current officers. Ms. Rhine also provided an overview of current activities since the report was written.

### **2. ADVISORY BOARD MEMBER REPORTS**

Director Tateishi – Provided information on the availability of Ethics training on DVD for Advisor Board members.

Director Dover – Carmichael Little League installed new roof at the cost of 30K on the Snack Bar at La Sierra Community Center. He expressed appreciation to the league and stated opening day will be March 28, 2008. The County Board of Supervisors approved the recommendation of the Fair Oaks Boulevard Widening Committee for Fair Oaks Boulevard to remain four lanes.

### **3. STAFF QUARTERLY ACTIVITY REPORT**

Keith Maddison – The permit has been received to proceed with the Kids Hang Out project. Work is underway. Keith invited the Advisory Board members to come to the Kids Hang Out before the next Advisory Board meeting on March 27<sup>th</sup> to see the progress of the project.

Tracy Kerth – The new web site is up and looks great. The District will be operating the Community Garden as a District program.

Rich Murray – Alaina Loftus, Celeste Alvarado, and Lee Ann Yarber will be attending the Recreation and Park Training Conference in Long Beach next week. Alaina Loftus went to training to prepare her for testing to become certified in food preparation. The District is required by the County to have one staff member certified.

**4. PATRIOTS' PARK**

Administrator Harrison – Final cost estimates have come in. The expected schedule is: February 27<sup>th</sup> plans and specifications will be available; March 27<sup>th</sup> bids due; April 22<sup>nd</sup> final award by the County Board of Supervisors; May/June, contracts will be signed and construction to begin.

Lee Ann Yarber - Informed the Advisory Board the District will be receiving a grant for 50K from Sacramento First Five. The funds are to be used for a Tot Lot and a Butterfly Garden in Patriots' Park. The proposal, which was written by Lee Ann and Celeste Alvarado, received the highest score of all proposals submitted.

**5. CARMICHAEL PARK POOL**

Lee Ann Yarber- We entered into a contract with Aquatic Design Group of Carlsbad to do a restoration assessment study of the pool and building. The assessment will include destructive testing of the pool and three design options: 1) renovation of the current structures, 2) removal and replacement with moderate program enhancement, and 3) removal and replacement with extensive program enhancement. The assessment will begin on March 6, 2008 and be completed in April.

**6. MID YEAR BUDGET UPDATE**

Ingrid Penney – An overview of the mid year budget was provided. The budget is coming in as expected and on target. At the next meeting, the year end budget projections will be presented.

**7. DRAFT MASTER PLAN**

Administrator Harrison – The Draft Master Plan has been delayed from going to the County Board of Supervisors due to the Dept. of Environmental Review and Assessment, CEQA process. The anticipated date for review and approval by the Board is at 3:00 p.m. on April 23, 2008. The implantation process will include the District conducting an orientation for Park Planning Design Consultants on March, 4<sup>th</sup> with proposals being due on April 1<sup>st</sup>. We are anticipating contracting with two firms who will each do two Park Site plans.

**NEW BUSINESS** - none to report

**FUTURE AGENDA ITEMS/UPCOMING EVENTS:**

1. Annual Egg Hunt and Pancake Breakfast - Saturday, March 22, 2008
2. Ethics Training for Officials is being offered– February 15 and March 28, 2008

**TIME AND PLACE OF NEXT MEETING:**

1. **Regular Meeting**  
**Proposed:** Thursday, March 27, 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**  
District Administrator  
Pursuant to California Government Code §54957

**RECONVENE TO OPEN SESSION - CLOSED SESSION REPORT**

1. Conference with Legal Counsel - Item removed from agenda.
2. Public Employee Discipline/Dismissal/Release - Item removed from agenda.
3. Public Employee Performance Evaluation - The District Administrator's evaluation was conducted.  
No action taken

**ADJOURNMENT** – The Advisory Board adjourned the meeting at 8:45 p.m.

Sincerely,

Celeste Van Alstyne,  
Administrative Secretary

APPROVED BY:

ATTESTED BY:

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BONNIE BERNS  
CHAIRMAN OF THE BOARD

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CELESTE VAN ALSTYNE  
CLERK OF THE BOARD