

**CARMICHAEL RECREATION & PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
SPECIAL MEETING
MARCH 27, 2008**

CALL TO ORDER:

Call to Order: The special meeting of the Carmichael Recreation & Park District Advisory Board of Directors was called to order at 6:00 PM by Director Younger.

Roll Call:

Directors Present: Dover, Safford, Younger
Directors Absent: Berns, Tateishi
Staff Present: Harrison, Kerth, Maddison, Murray, Penney, and Van Alstyne

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION – None to report.

CONSENT ITEMS:

1. **MINUTES**
 February 21, 2008 – Regular Meeting
2. **FINANCIAL STATEMENT**
 January 2008
3. **ACCOUNTS PAYABLE**
 February, 2008
4. **ACCOUNTS RECEIVABLE**
 March, 2008
5. **RANGER MONTHLY REPORT**
 February, 2008

MOTION #1

M: Safford; S: Dover – The Advisory Board voted to approve the consent items as presented with one change to Consent Item #1: February Minutes -Closed Session Item #1 was removed from the agenda. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Directors Berns, Tateishi

CORRESPONDENCE: Colleen Butler letter to the Advisory Board and the response from the District were reviewed and filed.

ACTION ITEMS:

1. **FY 2008-09 Proposed Preliminary Budget**
 Ingrid Penney - The FY 2007-08 Year End Projections and Preliminary FY 2008-09 Operations and Capital Project Budgets were presented for approval.

MOTION #2

M: Safford; S: Dover – The Advisory Board approved the staff recommendations regarding the preliminary budget for FY 2008-09, as follows: Net Fund Balance carry-over: \$1,404,103 (with deduction for transfer of \$1,604 to reserve for aquatic donations); Revenue Projections of \$4,930,459 (including carry over fund balance); Salaries & EE Benefits: \$2,462,665; Services & Supplies: \$1,150,636; Interest and Assessments: \$94,235; Capital Budget: \$887,306 (included re-budgets & placeholder for donations); Inter-fund Charges: \$50,000 (Audit); and Contingency: \$285,617 for a total budget of \$4,930,459. The Advisory Board approved the Preliminary Budget for 2008-09 as presented. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Directors Berns, Tateishi

PRESENTATION ITEMS:

1. PATRIOTS' PARK

Administrator Harrison - The County has received ten bids with seven being within the project estimate. Bids will be reviewed by the County, a contractor selected, and approval of the County Board of Supervisors will be requested at their April 22, 2008 meeting.

2. ADVISORY BOARD MEMBER REPORTS

Director Younger – Visited the Kids Hang Out at La Sierra Community Center to see the progress of the remodel. He is pleased with the progress and expressed his gratitude to Keith Maddison for working to minimize the impact on the budget by having staff do much of the work.

Director Dover - The Carmichael Corridor Plan was approved by the County Board of Supervisors and three more community meetings are scheduled.

3. AQUATIC COMMITTEE

Director Safford – At the meeting held on March 6th, the group clarified their purpose, tasks to be done, and the name of the Committee. Carmichael Aquatic Project Committee (CAP). They will be meeting quarterly with the next meeting being on the 24th of April at 6:00 p.m. The results from the pool assessment will be provided at the next meeting.

4. STAFF REPORT (Harrison, Kerth, Maddison, Murray, and Penney)

Administrator Harrison – The County Board of Supervisors review and proposed approval of the Master Plan has been rescheduled. It is tentatively scheduled for the County Board of Supervisors June 11, 2008 meeting.

Keith Maddison – The CRPD Building Division is working on the mechanical, electrical and blocking of the Kids Hang Out. The Ground Divisions is working on powering up the irrigation systems, spraying, and renovating the ball fields.

Rich Murray – The winter programs have been completed. La Sierra is preparing to begin the summer hiring process.

Tracy Kerth – The Activity Guide will be completed in the next couple of weeks. Creek Week will include clean up of Jan Drive, Del Campo and Carmichael Parks on April 26th. The Ground Breaking Ceremony for Patriots' Park will be held on April 26th. Administrator Harrison commented on the success of the Egg Hunt and Pancake Breakfast stating Tracy did a great job with the event.

NEW BUSINESS – None to report

FUTURE AGENDA ITEMS/UPCOMING EVENTS:

1. 2008-09 Work Plan – April Agenda
2. Site Plans – April Agenda
3. Patriots' Park Ground Breaking Ceremony – April 26, 2008, 11:00 a.m.
4. Organic Garden Club Flower Show and Sale – April 12, 2008 Carmichael Community Clubhouse
5. Creek Week - Clean Up Sites Carmichael Park and Del Campo – April 26, 2008, 9 to 11 a.m.
6. Carmichael Geranium Society Festival and Sale – April 26, 2008 Carmichael Community Clubhouse

TIME AND PLACE OF NEXT MEETING:

1. Regular Meeting

Thursday, April 17, 2008, 6:00 pm in Community Clubhouse #2 at Carmichael Park

CLOSED SESSION – Items #1 and #2 were removed from the Agenda.

1. Conference with Legal Counsel - Existing Litigation

Pursuant to California Government Code §54956.9 (a)

2. Public Employee Discipline/Dismissal/Release
Pursuant to California Government Code §54957

ADJOURNMENT – The Advisory Board adjourned the meeting at 6:57 p.m.

Sincerely,

Celeste Van Alstyne,
Administrative Secretary

APPROVED BY:



BONNIE BERNS
CHAIRMAN OF THE BOARD

ATTESTED BY:



CELESTE VAN ALSTYNE
CLERK OF THE BOARD