

**CARMICHAEL RECREATION & PARK DISTRICT  
MINUTES: ADVISORY BOARD OF DIRECTORS  
REGULAR MEETING  
APRIL 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: Dover, Safford, Tateishi, and Younger  
 Directors Absent: Berns (excused from the meeting)  
 Staff Present: Harrison, Eppler, Kerth, Penney, Van Alstyne, and Yarber

**PLEDGE OF ALLEGIANCE** – Led by Director Safford

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

**Public Comments:** A resident expressed her concern with the behavior of some of the disc golfers at Schweitzer Grove Nature Area. She has seen people drinking alcohol and with dogs off the leash. She expressed concern with the Master Plan’s reference to the development of a parking lot. She said a parking lot is not needed.

Administrator Harrison responded saying that the Master Plan states a parking lot is a “possibility” and will only be considered if an increase in parking on nearby streets becomes a problem. Any recommendation for a parking lot would be brought before the Advisory Board for consideration and approval. The opinions of neighborhood at large would be considered at that time.

Jerry Eppler said he would contact Park Security and notify them of the issues at Schweitzer Grove Nature Area. Residents were encouraged to call the Sheriff Department if they see illegal activity in the park.

**CONSENT ITEMS:**

1. **MINUTES**  
March 27, 2008 – Special Meeting
2. **FINANCIAL STATEMENT**  
February 2008
3. **ACCOUNTS PAYABLE**  
March 2008
4. **ACCOUNTS RECEIVABLE**  
April 2008
5. **RANGER MONTHLY REPORT**  
March 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 Felix E. Smith to Advisory Board and response from Jerry Eppler, staff were reviewed and filed.

**ACTION ITEMS:**

**1. REVISED PARK IMPACT FEE NEXUS STUDY AND RESOLUTION**

Administrator Harrison stated the Park Impact Fee Nexus Study was protested by the Building Association. In response, the County Board of Supervisors decided to remove the land acquisition portion of the fee. The study has been revised to reflect these changes. The April 2008 Revised Study and Resolution # CP041708-01 is presented for approval.

**MOTION #2**

M: Safford; S: Younger – The Advisory Board voted to approve the Revised Park Impact Fee Nexus Study. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns

**MOTION #3**

M: Safford; S: Younger – The Advisory Board voted to approve Resolution #CP041708-1 requesting the County Board of Supervisors adopt and implement the proposed Park Impact Fees. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns

**2. FY 2007-08 CAPITAL BUDGET ADJUSTMENT**

Administrator Harrison stated the District had the opportunity to bid on and purchase skate park equipment which California State Parks had installed but never used. Our bid was selected as the highest bid. This was an excellent opportunity to purchase equipment for under \$60K that is virtually new and valued at \$250K. Staff requests authorization to make any necessary budget adjustments to purchase the skate park equipment and a relief of accountability for the removal of the old equipment. Staff is also requesting the approval of changing an item in the Capital Equipment Budget from a flail mower to a stump grinder. A stump grinder will be better utilized and the current flail mower can be used for the next few years.

**MOTION #4**

M: Younger; S: Dover – The Advisory Board voted to adjust the FY 2007-08 budget to include \$60K for the purchase of skate park facility equipment. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns

**MOTION #5**

M: Safford; S: Dover – The Advisory Board voted to request the County Board of Supervisors for “Relief of Accountability” for the old skate park equipment which has been removed and discarded. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns

**MOTION #6**

M: Dover; S: Younger – The Advisory Board voted to change the line item in the Capital Equipment Budget from a Flail Mower to a Stump Grinder. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns

**PRESENTATION ITEMS:**

**1. PATRIOTS PARK**

Administrator Harrison -The bid award is on the County Board of Supervisor’s Consent Calendar for April 22, 2008. The bidder selected had a solid bid. Construction is expected to begin within two weeks after contracts are signed. The Ground Breaking Ceremony will be held on April 26<sup>th</sup>.

**2. ADVISORY BOARD MEMBER REPORTS**

None to report  
Director Safford – Requested the Pledge of Allegiance be added to the agenda.

**3. CARMICHAEL PARK POOL**

Administrator Harrison -The draft pool assessment report was received today and provided three options each for the pool and the building. The options range between 4 and 6 million with the least expensive being a short term solution. The report will be presented to the Committee for Carmichael Aquatics Project on April 24<sup>th</sup> and the final report will be ready for the board to review at the May

meeting.

**4. STAFF REPORT**

Tracy Kerth – Next Saturday will be a work day in the Community Garden. Web site is receiving an average of 200 new hits a day. No problems or complaints have been reported with the Carmichael Area Tennis Club use of facilities. Tracy recommended the trial period be extended into the spring/summer season since court usage increases.

Jerry Eppler – The Maintenance staff will be proceeding with the Kids Hang Out project with painting to be the next step. The District has received eighteen, fifteen gallon new trees from the Sacramento Tree Foundation for Carmichael Park.

Administrator Harrison – He and Director Tateishi met with Susan Peters and provided her with an update on Patriots' Park and the District Master Plan. The District is in the process of checking references for the firms who have proposed to do the Site Plans for the undeveloped park sites. The contracts will be presented to the Advisory Board at the May meeting for approval pending the County Board of Supervisors approval of the District Master Plan. Funds have been budgeted for the site plans.

Ingrid Penney - Fiber optic cable installation in the La Sierra Community Center maintenance shop has been completed for Internet connectivity. Both maintenance shops are now on the District network. Wi-Fi has been installed in the District office. The preliminary budget for FY 2008-09 has been submitted to the County and the final budget will be presented in May. The District hosted a CAPRI workshop with several staff attending. There were several Human Resources related training sessions attended by staff prompting the needed minor revisions to the Personnel Policy to follow. Orientations for new staff, including one full-time and two seasonal maintenance staff, have been conducted.

**NEW BUSINESS** – None to report

**FUTURE AGENDA ITEMS/UPCOMING EVENTS:**

1. FY 2008-09 Budget, CIP and Final Budget Recommendations – May Agenda
2. FY 2008-09 Work Plan – June Agenda
3. Site Plans – May Agenda
4. Carmichael Aquatic Project Committee Meeting – April 24, 2008, 6:00 p.m.
5. Patriots' Park Ground Breaking Ceremony – April 26, 2008, 11:00 a.m.

**TIME AND PLACE OF NEXT MEETING:**

1. **Regular Meeting** - Thursday, May 15, 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. **Conference with Labor Negotiators**  
Unrepresented Employee - District Administrator  
Pursuant to California Government Code §54957.6

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

1. **Conference with Legal Counsel - Existing Litigation**  
Information received. No action taken.
2. **Public Employee Discipline/Dismissal/Release**  
Information received. No action taken.
3. **Conference with Labor Negotiators**  
The District Administrator's contract was presented for review and approval.

**MOTION #7**

M: Dover; S: Safford – The Advisory Board voted to approve the contract for the District Administrator with the stipulated provisions and forward to the County Board of Supervisors for approval. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Berns

**ADJOURNMENT** – The Advisory Board adjourned the meeting at 7:30 p.m.

Sincerely,  
Celeste Van Alstyne,  
Administrative Secretary

APPROVED BY:



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BONNIE BERNS  
CHAIRMAN OF THE BOARD

ATTESTED BY:



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CELESTE VAN ALSTYNE  
CLERK OF THE BOARD