

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
JUNE 19, 2008 REGULAR MEETING**

CALL TO ORDER

Call to order: The regular meeting of the Carmichael Recreation and Park District Advisory Board of Directors was called to order at 6:00 PM by Vice Chairman Tateishi.
Roll Call:
Directors Present: Dover, Tateishi, and Younger
Directors Absent: Safford
Staff Present: Harrison, Kerth, Maddison, Murray, Penney, Van Alstyne and Yarber

PLEDGE OF ALLEGIANCE – Led by Director Younger

MOMENT OF SILENCE - For Advisory Board Member, Bonnie Berns, who passed away on May 17, 2008

ITEM ADDED TO AGENDA

Director Tateishi requested we add an Action Item (1A) to the Agenda -Proposed Bench Dedication for Bonnie Berns

MOTION #1

M: Dover; S: Younger –The Advisory Board voted to approve Action Item 1A to be added to the agenda.
UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Safford

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION

Colleen Butler, Resident – Ms. Butler has been in contact with the Sacramento Tree Foundation and proposes to work with neighbors, the District, and the Fire Marshall to have trees planted at no cost to the District. Neighbors would volunteer to care for trees after initial planting.

Administrator Harrison – It is good to have neighbors involved. District will work with residents to research and contact the necessary organizations to determine the feasibility of the proposal of plantings. Staff is to come back to the Advisory Board and make a recommendation.

Joan Komaromi, Resident – Stated she would like to see trees planted at the end of Sumter Drive. She was unhappy with the Board of Supervisors' meeting where the Master Plan was approved. She expressed concern that staff may have violated the Brown Act.

CONSENT ITEMS:

Ingrid Penny reported there were corrections made to Item 3, Accounts Payable and requested the April report be pulled and replaced with the revised report which was provided to the Advisory Board at the meeting.

1. **MINUTES**
May 15, 2008 – Regular Meeting
2. **FINANCIAL STATEMENT**
April 2008
3. **ACCOUNTS PAYABLE**
May, 2008
April 2008 Revised – Pulled from the Agenda
4. **ACCOUNTS RECEIVABLE**
Held over for July Meeting
5. **QUARTERLY RECREATION ACTIVITY REPORT**
February, March, & April 2008

Motion #2

M: Younger; S: Dover – The Advisory Board voted to approve Consent Items 1, 2, and 5 as presented.
UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Safford

3. ACCOUNTS PAYABLE

The April 2008 revised Accounts Payable report was presented with an explanation of changes.

Motion #3

M: Younger; S: Dover – The Advisory Board voted to approve Consent Item 3 as presented. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Safford

CORRESPONDENCE:

1. **URBAN CREEK COUNCIL** - Letter of appreciation received and filed.
2. **CALIFORNIA ASSOC. FOR PARK & RECREATION INSURANCE** - Safety Award received by District. Tracy Kerth is the Safety Officer for the District. The inspections include recreation programs, our inspection process, new employee screening and review process, participant waivers, etc. All Divisions are a part of maintaining good documentation and safety checks. Board members expressed appreciation to staff.

ACTION ITEMS:

1. **ELECTION OF FY 2008-09 OFFICERS**

A. Chairman:

MOTION # 4

M: Younger; S: Dover –The Advisory Board voted to nominate Director Tateishi for the office of Chairman.
UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Safford

After Director Tateishi was elected Chairman, he proposed the newly elected Vice Chairman take over the Chairman position when he leaves and serve a full term in addition to the remaining term.

B. Vice Chairman:

MOTION # 5

M: Dover; S: Tateishi–The Advisory Board voted to nominate Director Younger for the office of Vice Chairman.
UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Safford

C. Secretary:

MOTION # 6

M: Younger; S: Tateishi–The Advisory Board voted to nominate Director Dover for the office of Secretary.
UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Safford

1A. Proposed Bench Dedication for Bonnie Berns

Staff recommended installing a bench at the rear doors of the Club House to be dedicated to Advisory Board Member Bonnie Berns at the request of the family. The Dedication would be held on August 23, 2008, the day before Director Berns' birthday.

MOTION #7

M: Dover; S: Younger –The Advisory Board voted to approve the staff recommendation to install a bench at the rear doors of the Club House, dedicate it to Director Bonnie Berns and hold a Dedication Ceremony on August 23, 2008 at 10:00 a.m. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Safford

2. READER BOARD

Staff recommends a new Reader Board for Carmichael Park. Lee Ann Yarber and Tracy Kerth presented examples and design details. Director Tateishi recommended the sign design and location be shown to Supervisor Susan Peters before the Advisory Board takes action.

Information Received. No Action Taken

3. NEW LEASE FOR CAPRA PARK

One year lease for the Equestrian Operation was presented for review. The lease has been modified and was reviewed by Sacramento County Counsel. The lease will commence on June 19, 2008

MOTION #8

M: Dover; S: Younger –The Advisory Board approved entering into a new lease for the Capra Park Property. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Safford

4. EMPLOYEE GRIEVANCE

An employee requested the Advisory Board hear an appeal of staff's decisions on grievances filed.

MOTION #9

M: Dover; S: Younger –The Advisory Board voted to hold an appeal hearing at the next advisory Board meeting on July 17, 2008. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Safford

PRESENTATION ITEMS:

1. PATRIOTS PARK

Administer Harrison reported the park is now under construction. Notices have been sent out to neighbors and the area will be monitored during the construction phase. Names are being received for the Wall of Honor nominations.

2. ADVISORY BOARD MEMBER REPORTS

Director Tateishi - Master Plan was presented to the Board of Supervisors and approved on June 11, 2008. The board of Supervisors requested clarification in three areas of the Plan and to bring new language back for approval as a Consent Item at a later date. The three areas are:

1. Clarification on process of park development.
2. Remove language about removing non-native vegetation at Schweitzer Grove Nature Area.
3. If there is a need for parking at the Nature Area in the future, all entrances of the park are to be considered to determine the best location.

3. FY 2007-08 CAPITAL IMPROVEMENT PROGRAM UPDATE

Keith Maddison reported the largest project was the Kids Hangout which was completed one week ahead of schedule. The Picnic Shelter was updated with a new BBQ, and prefab concrete counters which are vandal resistant.

4. SKATE PARK AND KIDS HANG-OUT RE-OPENING

Tracy Kerth and Rich Murray reported the reopening of the Skate Park and the Open House for Kids Hangout will be on June 21, 2008. The kids will do a skate board demonstration and food will be served. In the Kids Hangout, the rest rooms have been redone and offices have been added. It will also be used for meeting space after phase II.

5. COMMITTEE FOR CARMICHAEL AQUATICS PROJECT

Administrator Harrison reported the CAP Committee would like to increase its membership. The goal now is to educate the community and then they will start the financial phase. Brochures will be handed out on the 4th of July at the parade and fire works show. The next meeting is June 25, 2008 at 6:00 p.m.

6. ANNUAL STAFF WORK PLAN

Administrator Harrison discussed the 2008-09 Staff Work Plan and presented it for review. Staff has made the best effort to determine priorities for the District for the next year. The Advisory Board will have a Special Meeting on August 21 prior to the Regular meeting to review and discuss the Work Plan.

7. **STAFF REPORT**
Tracy Kerth reported on the 4th of July events.

NEW BUSINESS – none to report

FUTURE AGENDA ITEMS/UPCOMING EVENTS:

1. Skate Park and Kids Hang Out Re-Opening– June 21, 2008 10:00 a.m. La Sierra Community Center
2. Carmichael Aquatic Project Committee Meeting – June 25, 2008, 6:00 p.m. Community Clubhouse
3. 4th of July Celebration – July 4, 2008, 7:00 p.m. La Sierra Community Center
4. Bonnie Berns Bench Dedication on August 23, 2008, 10:00 a.m.

TIME AND PLACE OF NEXT MEETING:

1. **Regular Meeting**
Thursday, July 17, 2008, 6:00 p.m. in Community Clubhouse #2 at Carmichael Park

ITEM 2 FOR CLOSED SESSION WAS REMOVED FROM THE AGENDA

RECESS TO CLOSED SESSION

1. **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**
Litigation - one case
Pursuant to California Government Code §54956.9 (a)

RECONVENE TO OPEN SESSION - CLOSED SESSION REPORT

1. **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**
Information received. No action taken.

ADJOURNMENT

The meeting was adjourned by Director Tateishi at 7:54 p.m. in Honor of Bonnie Berns

Respectfully submitted,

Celeste Van Alstyne,
Administrative Secretary

APPROVED BY:



PETER TATEISHI
CHAIRMAN OF THE BOARD

ATTESTED BY:



CELESTE VAN ALSTYNE
CLERK OF THE BOARD