

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

Directors: Dover, Safford, Tateishi, and Younger

**CALL TO ORDER:** The regular meeting of the Carmichael Recreation and Park District Advisory Board of Directors was called to order at 6:00 p.m. by Chairman Tateishi.

Roll Call:

Directors Present: Dover, Tateishi, and Younger

Directors Absent: Safford

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

**PLEDGE OF ALLEGIANCE** – The Colors were presented and the Pledge of Allegiance was led by Boy Scout Troup 55

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

Fidel Ramos, Staff – Notified the Advisory board he was resigning from the District on August 14<sup>th</sup> after 3 ½ years of employment. He expressed thanks to the staff and in particular to Administrator Harrison for bringing consistency and integrity to the District. He also thanked the Advisory Board.

Chairman Tateishi – Expressed a personal thank you to Fidel for all the effort and hard work he has put in. He has made the District “shine” and will be missed.

**CONSENT ITEMS:**

1. **MINUTES**  
June 19, 2008 – Regular Meeting
2. **FINANCIAL STATEMENT**  
May 2008
3. **ACCOUNTS PAYABLE**  
June 2008 Deferred to August
4. **ACCOUNTS RECEIVABLE**  
June 2008; July 2008
5. **AUTHORIZATION TO SIGN DOCUMENTS**  
Authorization to Sign Fiscal Documents for Submission to Sacramento County Department of Finance
6. **RANGER REPORT**  
June 2008

**Motion 1**

M: Dover; S: Younger – The Advisory Board voted to approve Consent Items 1, 2, 4, 5, and 6 as presented. Consent Item #3 was deferred to August, 2008. UNANIMOUS VOTE OF THOSE PRESENT: ABSENT: Director Safford

**CORRESPONDENCE:**

Letter from Colleen Butler, District and County Responses – Received and filed

**ACTION ITEMS:**

1. **APPOINTMENT OF FY 2008-09 AD-HOC COMMITTEES**  
Chairman Tateishi appointed Directors to the Standing and Ad Hoc Committees. He expressed that when a new Advisory Board Director is appointed, that Director will replace him on some of committees he is serving on.

**STANDING COMMITTEES**

Facility Committee – Younger, Chair; Dover, Member

Personnel Committee – Safford, Chair; Tateishi, Member

Budget Committee – Dover, Chair; Tateishi, Member

Policy & Program Committee – Safford, Chair; Younger, Member

**AD HOC COMMITTEES**

Master Plan Committee – Younger, Chair; Tateishi, Member

Fair Oaks Corridor – Dover, Chair; Tateishi, Member  
Carmichael Aquatics Project Committee – Safford, Co-Chair; Tateishi, Co-Chair

**SACRAMENTO PARKS FOUNDATION**

Advisory Board Representative – New Director  
Community Representative – Kevin Murphy

**MOTION # 2**

M: Younger; S: Dover –The Advisory Board voted to approve the committee appointments as presented by Chairman Tateishi. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Safford

**2. REVISION OF FY 2008-09 CAPITAL IMPROVEMENT AND OPERATION BUDGET**

Staff requested a revision of the FY 08-09 budget in the amount of a \$52,731 augmentation to the Operating Budget and \$25,000 in the Capital Improvement Budget of which \$10K will be moved from the planned bollards project at Del Campo and \$15K will be augmented from in lieu fees.

**Motion #3**

M: Younger; S: Dover – The Advisory Board voted to approve the revision of the FY 2008-09 Budget in the amount of a \$52,731 augmentation for personnel costs and a \$25,000 increase in the Capital Improvement Budget for expenses related to the Bonnie Berns Memorial, the mitigation and painting of the Clubhouse and other expenses related to the Kids Hangout and the Skate Park. UNANIMOUS VOTE OF THOSE PRESENT; ABSENT: Director Safford

**ACTION ITEM #3 - MOVED TO LATER IN THE AGENDA, AFTER “TIME AND PLACE OF NEXT MEETING”**

**PRESENTATION ITEMS:**

**1. MASTER PLAN IMPLEMENTATION**

Administrator Harrison - The Board of Supervisors has requested changes in the language of the Master Plan related to Schweitzer Grove Nature Area and wording explaining the park development process for that includes Board of Supervisors approval. The language has been submitted to the Board of Supervisors and will be on the Consent Calendar for final approval in August.

There first public workshop for the Master Site Plans for the undeveloped park sites will be held on July 26, 2008. There were 600 to 800 post cards sent out to neighbors within a ½ mile radius of each park to notify them of the workshop. Consultants have been retained and the contracts have been reviewed and approved by County Counsel.

**2. PATRIOTS PARK**

Administrator Harrison – The project is still on schedule and budget. The District is relying on the County to maintain the schedule since they are managing the contract. There is a new owner of the property directly behind the park and they have proven to be cooperative in the construction process. The Wall of Honor nomination closing date is August 4, 2008. November 15<sup>th</sup> is the projected opening date of the park.

**3. ADVISORY BOARD MEMBER REPORTS**

None to report

**4. CARMICHAEL AQUATICS PROJECT COMMITTEE**

The CAP committee continues to meet monthly. A brochure was developed and handed out to approximately 2,000 people on the 4<sup>th</sup> of July. Staff will be providing the committee with presentation bullet points at the next meeting on July 23<sup>rd</sup>. Advisory Board members are invited to attend the field trip on August 16, 2008 to view other aquatic centers.

**5. STAFF REPORT**

Staff reports were provided for the Advisory Board.

**NEW BUSINESS** – none to report

**FUTURE AGENDA ITEMS/UPCOMING EVENTS:**

1. Master Site Plan Neighborhood Workshops – July 26, 2008 Carmichael Community Clubhouse Sutter – 9-10:30 a.m., Capra – 11-12:30 p.m., O'Donnell – 1:30-3 p.m., Jan – 3:30-5 p.m.

2. Carmichael Aquatic Project Committee (CAP) Meeting – July 23, 2008, 6:00 p.m. Community Clubhouse
3. CAP Field Trip – August 16, 2008, 11:00 a.m. La Sierra Gibbons Room
4. Selection of Nominees for Wall of Honor – Advisory Board Meeting – August 21, 2008
5. FY 2008-09 Staff Work Plan – Special Advisory Board Meeting – August 21, 2008, 4:00 p.m.
6. Memorial Bench Dedication for Bonnie Berns – August 23, 2008, 10:00a.m. Carmichael Park
7. Resolution – Parkland Dedication Trust/In Lieu Fee Transfer - Advisory Board Meeting – August 21, 2008

**TIME AND PLACE OF NEXT MEETING:**

1. **Regular Meeting**  
Thursday, August 21, 2008, 6:00 pm in Community Clubhouse #2 at Carmichael Park
2. **Special Meeting**  
Thursday, August 21, 2008, 4:00 p.m. in Community Clubhouse #2 at Carmichael Park

**ACTION ITEM:**

**3. EMPLOYEE GRIEVANCE**

Administrator Harrison – Provided an overview of the process that has lead up to the Grievance Hearing and introduced Tim Weinland, County Counsel. The District has consulted with County Counsel has determined which grievances meet the criteria for an actual grievance and which were considered complaints. Of the eleven grievances filed, three are determined to be complaints.

Chairman Tateishi – Each grievance was numbered. Garth Watts, the grievant, was given the opportunity to speak to the three items that were determined by County Counsel to be complaints rather than grievances. Each item was discussed and based on the information given, the Advisory Board took the following action:

**Motion #4** M: Dover; S: Younger – The Advisory Board voted that items numbered 8, 9, and 10 which were presented as grievances, met the criteria of being considered as complaints and would not be heard by the Advisory Board. UNANIMOUS VOTE OF THOSE PRESENT: ABSENT: Director Safford

As the grievances were presented, Mr. Watts or Mrs. Watts were given the opportunity to present their positions. Staff was then called on to respond. The Advisory Board asked questions of all parties as needed including receiving direction from Mr. Weinland. After all grievances were heard and discussed, the Advisory Board voted on each with the following motions:

**Garth Watts' Grievances**

1. Wage Demotion

**Motion # 5** M: Younger; S: Dover – The Advisory Board denied the grievance. UNANIMOUS VOTE OF THOSE PRESENT: ABSENT: Director Safford

2. Hours Removed From Timesheet

**Motion # 6** M: Dover; S: Younger – The Advisory Board denied the grievance. UNANIMOUS VOTE OF THOSE PRESENT: ABSENT: Director Safford

3. Grievance Policy Not Followed by Manager Rich Murray

**Motion # 7** M: Younger; S: Dover – The Advisory Board granted the grievance. Mr. Murray was instructed by Administrator Harrison in the importance of following policy at all times.

4. Reprisals Taken

**Motion # 8** M: Younger; S: Dover – The Advisory Board denied the grievance. UNANIMOUS VOTE OF THOSE PRESENT: ABSENT: Director Safford

5. Was not provided with the minimum of 20 hour of work per week

**Motion # 9** M: Dover; S: Younger - The Advisory Board granted the grievance. Staff will provide an opportunity for Mr. Watts to work 14 hours over and above his regularly scheduled time for hours he was denied during pay period 3/27/07 through 4/6/07. UNANIMOUS VOTE OF THOSE PRESENT: ABSENT: Director

Safford

6. Unsafe work environment

**Motion # 10** M: Younger; S: Dover – The Advisory Board granted the grievance. Staff will provide Mr. Watts the video training on blood borne pathogens and bio hazard waste referred to in the letter from Tracy Kerth dated 3/24/08. UNANIMOUS VOTE OF THOSE PRESENT: ABSENT: Director Safford

7. Regular part time employees receive different hours of pay for holidays

**Motion # 11** M: Dover; S: Younger – The Advisory Board denied the grievance. UNANIMOUS VOTE OF THOSE PRESENT: ABSENT: Director Safford

8, 9, 10 These item were removed based on the fact they did not meet the criteria for a grievance.

11. Harassing Notes

**Motion # 12** M: Younger; S: Dover – The Advisory Board denied the grievance. UNANIMOUS VOTE OF THOSE PRESENT: ABSENT: Director Safford

### **Melissa Watts' Grievance**

1. Promise of Benefits

**Motion #13** M: Younger; S: Dover – The Advisory Board denied the grievance. UNANIMOUS VOTE OF THOSE PRESENT: ABSENT: Director Safford

### **CLOSED SESSION ITEMS 1 AND 2 WERE REMOVED FROM THE AGENDA**

### **RECESS TO CLOSED SESSION**

3. **REAL PROPERTY NEGOTIATIONS**  
La Sierra Community Center - Agency Negotiator  
Pursuant to California Government Code § 54956.8

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

3. **REAL PROPERTY NEGOTIATIONS**  
La Sierra Community Center - Agency Negotiator  
Pursuant to California Government Code § 54956.8  
Information received, no action taken

### **ADJOURNMENT**

The meeting was adjourned by Chairman Tateishi at 9:30 p.m.

Respectfully submitted,

Celeste Van Alstyne,  
Administrative Secretary

APPROVED BY:



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PETER TATEISHI  
CHAIRMAN OF THE BOARD

ATTESTED BY:



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CELESTE VAN ALSTYNE  
CLERK OF THE BOARD