

CARMICHAEL RECREATION AND PARK DISTRICT  
MINUTES: ADVISORY BOARD OF DIRECTORS  
OCTOBER 16, 2008 REGULAR MEETING

Directors: Borman, 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 6:02 p.m. by Chairman Tateishi.

**ROLL CALL:**

Directors Present: Borman, Dover, Tateishi and Younger  
Directors Absent: Safford (excused absence)  
Staff Present: Harrison, Kerth, Maddison, Murray, Penney, Phillips and Yarber

**PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was led by Director Younger.

**ANNOUNCEMENT:** Chairman Tateishi announced that the Board did meet earlier for a tour of Patriots Park but that no business was discussed and no actions taken.

**PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION**  
Joan Komaromi – O'Donnell Park is very dear to her. She understands the District wants to sell part of the land to get "playground equipment." She's worried that the open space will go away and she won't hear the pheasants in the morning. She also believes this is a bad time to sell property, with values so low. She hopes we will not sell any of O'Donnell site property.  
Chairman Tateishi mentioned that we will be having a public hearing for O'Donnell Park on October 23 at 8 p.m. and invited her to that hearing.

**CONSENT ITEMS:**

1. **MINUTES**  
September 18, 2008 – Regular Meeting
2. **FINANCIAL STATEMENT**  
August 2008
3. **ACCOUNTS PAYABLE**  
September 2008
4. **ACCOUNTS RECEIVABLE**  
October 2008
5. **RANGER MONTHLY REPORT**  
September 2008

**Motion 1**

M: Dover; S: Younger – The Advisory Board voted to approve Consent Items 1 – 6 as presented. UNANIMOUS VOTE OF THOSE PRESENT. ABSENT: SAFFORD

**CORRESPONDENCE:** (Received and filed)

Email correspondence from Howard Schmidt (Supervisor Peters' office) to Felix Smith  
Letter from Richard Ellis re: O'Donnell Park and District Response

**NEWSPAPER ARTICLES:**

Carmichael Times – 9/16/08 – Celebrate Carmichael's 99<sup>th</sup> Birthday  
Carmichael Times – 9/23/08 – Park Planning - Neighborhood Workshops Planned  
Carmichael Times – 9/23/08 – Founders Day Photos  
Sacramento Bee Community Calendar – 9/25/08 – Park District Workshops Continue  
Arden-Carmichael News – 9/25/08 – Help Plan Your Park!  
Arden-Carmichael News – 9/25/08 – How Does Your Community Garden Grow?  
Arden-Carmichael News – 9/25/08 – Founders Day!  
Sacramento Bee – 9/25/08 – Tickets anger dog owners  
Sacramento Bee – 10/02/08 – 'Passive park' envisioned  
Sacramento Bee – 10/02/08 – Tickets anger pooch owners  
Sacramento Bee (Opinion) – 10/6/08 – Justice for dog owners  
Sacramento Bee (Viewpoints) – 10/9/08 – Keep your dogs leashed

## **PRESENTATION ITEMS:**

### **1. PATRIOTS PARK**

Administrator Harrison said the Patriots Park tour gave the Advisory Board a first hand look at the progress made. The park opens November 15 with November 6 as the deadline for the construction contract. Everything looks good. Tracy is working hard on the dedication. Budget-wise we are “right there” with final numbers available a couple of months after the park opening. If we are over, we will come back to the Advisory Board with a recommendation and explanation. The District has chosen to have Patriots Park open during the 60 day growing period. If vandalism happens, District will cover it. However, the contract warranty is still in place for electrical, etc., for one year. We are not ready to put a new fence on the east side, but the west side wood fence is being constructed. We have the Wall of Honor plaques in. We will be having two dedications at the park opening – one for the park and one for the Wall of Honor. Chairman Tateishi said he was excited to see that this new park looks so great. He was impressed with how large a four acre park is. He thanked Staff for all their hard work. Administrator Harrison made a point that all the staff worked very hard and everyone had a hand in it.

### **2. STAFF ANNUAL WORK PLAN STATUS**

Administrator Harrison reported on the Annual Work Plan. Essentially everything in July and August is completed. Keith Maddison stated the HVAC had to wait to order equipment due to cash flow issues. Ingrid Penney said the Account Clerk has been hired. The Bookkeeper position should be filled contingent on results of the pre-employment physical. Dave Younger asked if that meant that we will have an opening in La Sierra. Rich Murray responded that they have Celeste Van Alstyne over there right now, while she is working part time. When she comes back to work from medical leave, we will deal with the position then.

Administrator Harrison stated that Park Impact Fees will be on hold till Spring. Regarding CAPS fundraising strategies, we are looking at a Benefit Assessment for the Aquatic Center and generating other funding sources through the Aquatic Committee.

Rich Murray stated Kids Fit Program has been postponed because of limited facilities while school is in session. They may offer the program during Easter break and summer when there is less traffic in the gym.

Tracy Kerth stated Lee Ann Yarber is gathering information through a survey of area rental facilities, to update the facility policy.

Administrator Harrison stated they are taking a look at the Recreation Program (Program Assessment), Rich Murray added they are looking to see how other agencies do things.

Lee Ann Yarber stated the new Readerboard sign has been ordered. Tracy Kerth added that the letters for the sign have already come in. Administrator Harrison stated Keith Maddison and staff working on the electrical upgrade.

Keith Maddison stated the Carmichael Park Clubhouse roof is being recovered with Duralast single ply, which is the best you can do for a flat roof. They are also replacing the 30 year old HVAC.

### **3. TRAINING PLAN UPDATE**

Lee Ann Yarber stated the 2008-09 Training Plan was developed in 2007, and is underway. Alaina got great training for the volleyball coaches from Positive Coaching Alliance. This includes life lessons training. Rich Murray stated Mission Oaks and Sunrise Park Districts use that same training. Chairman Tateishi asked about the Advisory Board Ethics training. Ingrid Penney responded she will order the disc. Chairman Tateishi asked if our staff working with children get Mandatory Reporting training. Rich Murray responded that Alaina Loftus gives that training as part of new employee orientation.

### **7. STAFF REPORT**

Tracy Kerth presented the Advisory Board with a handout of recreation activities, inviting them to visit. Administrator Harrison stated that we have spent a lot of time talking about land and new parks, but our mission includes recreation. The staff and instructors would be happy to see the Advisory Board members visiting. Rich Murray stated that Youth Sports finished up next week, and if they could visit late in the afternoon, it would be great.

### **4. COMMITTEE FOR CARMICHAEL AQUATICS PROJECT**

Chairman Tateishi stated that at the last meeting they went through the PowerPoint presentation. We are

planning to use it as outreach to the community to raise awareness of the Aquatic Center. Everyone who sees the rendering is excited to see what could be. Administrator Harrison and Chairman Tateishi are looking into putting together a non-profit foundation to handle funds, first for the Aquatic Center, but later for other Park projects. Chairman Tateishi stated that it's exciting to see things coming together.

**5. PARK SITE CONCEPTUAL MASTER PLANS**

Administrator Harrison stated that October 11 was the third and last Neighborhood Workshops. We did a lot of advertising, but only about 252 out of 6533 people in the neighborhood park service areas participated. Participants and those on the mailing list have been advised of the Public Hearings on October 23 and November 20. Minutes and conceptualls are posted on the District website. Main concerns seem to be not what we have on the plans, but selling land. We will invite all these attendees to the Patriots Park opening on November 15 to see what a neighborhood park can be. We will seek alternative funding, but unless we come up with some other source of funds or land values increase, we will have to sell some land. Director Dover came to the October 11 workshop. He stated he was surprised at the small number of participants. He also said that Administrator Harrison did a great job of handling the meetings.

**6. ADVISORY BOARD MEMBER REPORTS**

Chairman Tateishi announced that he has been appointed to the Board of Directors for the Carmichael Chamber of Commerce. He is looking forward to the Chamber and the District working together.

**NEW BUSINESS** - none

**FUTURE AGENDA ITEMS/UPCOMING EVENTS:**

1. **CAP Meeting – October 22, 2008 – 6:00 p.m. – Community Clubhouse 2**
2. **Proposed Park Site Plans Public Hearing – October 23, 2008 – 6:30 p.m. — Clubhouse**
3. **Patriots’ Park Grand Opening – November 15, 2008 – 10:00 a.m. Patriots’ Park**
4. **Proposed Park Site Plans Public Hearing – November 20, 2008 – 6:30 p.m. – Clubhouse**
4. **Silent Sleigh - December 9, 2008 – 10:00 a.m. - La Sierra Community Center**
5. **Holiday Tree Lighting – December 11, 2008 – 6:00 p.m. – Carmichael Park**

**Proposed: Discuss future agenda items and announce upcoming events of relevance or interest**

**TIME AND PLACE OF NEXT MEETING:**

1. **Special Meeting**  
Proposed: Thursday, October 23, 2008, 6:30 pm in Community Clubhouse #2 at Carmichael Park  
Special meeting for the purpose of holding a public hearing on proposed site plans for Sutter –Jensen (6:30 pm) and O’Donnell Heritage Park (8:00 pm).
2. **Regular Meeting**  
Proposed: Thursday, November 20, 2008, 6:00 pm in Community Clubhouse #2 at Carmichael Park  
Public Hearing on Proposed Site Plans for Capra (6:30 pm) and Jan (8:00 pm)

**RECESS TO CLOSED SESSION - 6:55 PM.**

1. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**  
Pursuant to California Government Code §54957

**RECONVENE TO OPEN SESSION – CLOSED SESSION REPORT**

1. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**  
Information received and considered.

**Motion 2**

M: Younger; S: Borman – The Advisory Board voted to adopt the Hearing Officer’s recommended decision and

award. UNANIMOUS VOTE OF THOSE PRESENT. ABSENT: Director Safford

**ADJOURNMENT – The meeting was adjourned at 7:45 p.m. by Chairman Tateishi.**

Respectfully submitted,

Betty Phillips  
Temporary  
Administrative Secretary

APPROVED BY:

ATTESTED BY:

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PETER TATEISHI  
CHAIRMAN OF THE BOARD

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INGRID S. PENNEY  
ADMINISTRATIVE SERVICES MANAGER  
CLERK OF THE BOARD