

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
MARCH 19, 2009 REGULAR MEETING**

Directors: Borman, Dover, Lenau, Safford, 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 Younger.

ROLL CALL:

Directors Present: Borman, Dover, Safford and Younger
Directors Absent: Lenau (excused absence)
Staff Present: Harrison, Kerth, Maddison, and Penney

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was led by Tracy Kerth.

ACTION ITEM 3 ADDED TO AGENDA BY UNANIMOUS CONSENT.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION ON ITEM(S) NOT SCHEDULED ON THE AGENDA – Nothing to report.

CONSENT ITEMS:

1. **MINUTES**
February 19, 2009
2. **FINANCIAL STATEMENT**
January 2009
3. **ACCOUNTS PAYABLE**
February 2009
4. **ACCOUNTS RECEIVABLE**
March 2009
5. **RANGER MONTHLY REPORT**
February 2009

Motion 1

M: Borman; S: Dover – The Advisory Board voted to approve Consent Items 1 – 5 as presented.
UNANIMOUS VOTE OF THOSE PRESENT

CORRESPONDENCE: Nothing was reported

NEWSPAPER ARTICLES:

Arden-Carmichael News – 02/26/2009 – Around and About Arden-Carmichael (retiring guy)

ACTION ITEMS:

1. **PRELIMINARY BUDGET FY 2009–10 (Harrison/Penney)**

Staff Presentation:

Administrator Harrison said that the anticipated budget shortfall for FY 2009-10 is primarily due to loss of a major tenant at the La Sierra Community Center. The Advisory Board was being asked to approve a balanced Preliminary Budget for FY 2009-10. Staff will be back in May with a Final Budget. The recommendation includes changes to the operations budget. Some employees will be reclassified, a few will be subject to a lay off and other employees will experience a reduction hours through furlough day(s). This recommendation was shared with employees at a meeting on March 11. Staff let employees know that if they had concerns regarding this matter they could come to management or address the Board. No one has come forward. The changes will be effective July 1. If space is leased at La Sierra we may be able to make adjustments. Staff is continuing to minimize possible expenditures, in order to maximize funds carried over to FY 2009-10.

Ingrid Penney presented the proposed preliminary budget, which included the estimated year end for FY 2008-09 and carry-over; and projections for revenue and expenditures for FY 2009-10. Staff calculated the property tax growth based upon information provided by the County Assessor regarding assessed values growth and reductions for our District. The budget proposal reflects current trends and needed reductions to submit a balanced budget. Most of the shortfall is being addressed by reductions in salaries rather than a reduction in services.

Administrator Harrison recommended that the \$100,000 initially allocated for the election cost of a Benefit Assessment be removed and could be deferred until FY2010-11. The District will do all possible to maintain service levels.

Discussion:

Director Dover said the Budget Committee felt this was a painful but good plan.

Director Safford said she appreciates Staff's willingness to take on reductions.

Director Younger asked if a lot of this is based on status of leases at La Sierra. Administrator Harrison said the District is proposing a budget based on the space staying empty. Grubb and Ellis (leasing agent) said a school from east coast is looking at La Sierra and two other properties. La Sierra is number 3 on their list. Another party is looking at the property later in the month. The District will report on progress each month.

Director Younger requested that Staff report back said adjustments; to identify what budget items come back and in what order if the empty space is leased. Administrator Harrison said a list of priorities for new funding will be presented with the Final Budget proposal.

Motion 2

M: Safford; S: Dover – The Advisory Board voted to approve and recommend to the County of Sacramento the Proposed Preliminary Budget for FY 2009-10 of \$3,991,836, as follows: Estimated carry over fund balance of \$481,707 from FY 2008-09 combined with Projected Revenue of \$3,510,129; Salaries & Benefits \$2,394,923; Services & Supplies \$1,112,320; Other Charges (P & I – debt service) \$94,236; Capital Improvements \$200,000; and Contingency \$190,357, as presented. UNANIMOUS VOTE OF THOSE PRESENT.

2. **PUBLIC HEARING – TIMED MATTER 6:30 P.M. – postponed to after Presentation 3 due to time.**
3. **RESOLUTION #CP031909-01 TO AUTHORIZE TRANSFER OF FUNDS**

Staff Presentation:

Ingrid Penney said the District is recommending transfer of funds from Parkland Dedication Fund to the District's general fund to reimburse the District for funds spent on Patriots Park. There are ample funds in this account to cover the transfer. After the proposed transfer, \$268,616.39 will be left in this account.

Discussion:

Director Dover asked what further claims are expected on this account. Ingrid Penney said they expect about \$40,000.

Motion 3

M: Dover; S: Borman – The Advisory Board voted to approve Staff recommendation for Resolution #CP031909-01 to authorize transfer of funds. UNANIMOUS VOTE OF THOSE PRESENT.

PRESENTATION ITEMS:

1. **CPRS DISTRICT II AWARD**
Tracy Kerth said that the District has been awarded the California Parks and Recreation Society (District 2) Facility Design and Park Planning Award for Patriots Park. Ms Kerth and several others from the District will be attending a banquet March 20 to receive the award.
2. **ADVISORY BOARD MEMBER REPORTS**
Director Safford attended Rich Murray's retirement party. She asked how Board would feel about some kind of award or resolution for Mr. Murray. Chairman Younger asked that Staff look into some kind of award for Rich Murray and report back at the next meeting.

3. **STAFF REPORT**

Administrator Harrison said Staff has been reporting on the 08-09 Work Plan and providing a written narrative Activity Report to the Advisory Board. Staff is recommending they drop the narrative Activity report. They would like to present the same information with the Work Plan to reduce Staff time. Each member of the Advisory Board verbally agreed with this change.

Administrator Harrison announced that Tracy Kerth has been appointed as the new Recreation Services Manager effective April 12, 2009. The new Recreation Division also takes effect on that date.

Director Younger congratulated Tracy Kerth on her appointment. Ms Kerth said she was very excited about leading the new Recreation Division and is hoping to be able to do wonderful things.

Keith Maddison said they are making strides in upgrading the HVAC systems at La Sierra.

Tracy Kerth said the Carmichael Senior Citizens Club is celebrating their 40th anniversary. Also, on March 14 she had a Garden Party with the gardeners at Sutter Park. There was a great turnout and much excitement.

Ingrid Penney said District is seeing energy savings from HVAC upgrades, and is looking at other ways to save energy costs. District now has online registration, with lots of interest and many signups for online access.

ACTION ITEM:

2. **PUBLIC HEARING – TIMED MATTER 6:30 P.M.**

Staff Presentation:

Administrator Harrison said that in October 2008 the Advisory Board approved the Master Site Plan for O'Donnell Heritage Park. In December, Staff came back with an Alternate Plan without sale of any land which was contingent on citizens helping pay for the park development. The District has set aside money to cover approximately 60% of overall costs. The neighbors will cover about 40% of the cost. The O'Donnell Neighborhood Park Committee is meeting monthly with Staff. The neighborhood committee is recommending design changes Staff believes make sense. The new feature which was not on the original Master Plan is a shooting area for basketball similar to that at Patriots Park. Staff has taken the position that neighborhood must come to a consensus on this change, since they originally wanted the park in as natural condition as possible. Staff does not oppose this and other changes. If the Advisory Board determines these changes are a good idea, the cost for such should be borne by the citizens group.

O'Donnell Neighborhood Park Committee Presentation:

Ed Nicholson from the O'Donnell Heritage Park Neighborhood Park Committee presented the recommended modifications to the O'Donnell Park design. He said there were several changes they would like to make to the previously approved Master Site Plan. These included moving the portable restrooms to another spot on the site, redesigning the playground and turf areas and shifting their locations, and adding a basketball shooting court.

He said no one wanted the portable restrooms near their house. Proposed plan would move them to a more secluded area, and closer to the playground.

The playground would be changed from fan shape to kidney shape like Patriots Park and would be enlarged to about half the size of Patriots. Location would be shifted eastward closer to the redwoods. The grass area would also be shifted.

The majority of their Neighborhood Park Committee agreed adding a basketball shooting court would be a good thing. There is nothing in the park for anyone over about 10 years old. They want to put in an opportunity for older kids and adults to get outdoor activity. The shooting area would be adjacent to the walking path. This would be a small change in design but a huge benefit to the neighborhood.

Discussion:

Director Borman asked if the bathrooms are secluded, what about vandalism or children alone.

Ed Nicholson said that parents don't let kids go to the restroom alone. Keith Maddison said District's fees for the portable restrooms cover replacement if vandalized.

Director Younger asked if there was currently a well where the portable restrooms would be relocated.

Keith Maddison said it is a future well site, but the Water District is not looking to use it any time soon. It could be accommodated in the same area.

Director Younger asked Mr. Nicholson to give the public attending the meeting the same chance to see the presentation the Advisory Board just received. Mr. Nicholson turned the presentation boards around to show the attending public the proposed changes (about 15 people in attendance).

Public Comments:

Roger Berkenpas – Represents Palm Ave (Patriots Park) Neighborhood Association. When Patriots Park was being developed, no one there wanted a basketball court. After the park opened they found the basketball court was a great addition. There would be nothing for preteens without it. The court is being used all the time. Neighbors who were opposed to it are now happy it's there, being used by pre-teens,

teenagers and some adults.

Ben Yates – On the O'Donnell Committee. Property abuts the park. Was opposed to the park, and then opposed to the basketball court. After seeing Patriots Park was touched by what was happening there. The basketball court would make it a complete park.

Vern Chang – On the O'Donnell Committee. Supports the basketball court. Said that kids at age 10 move away from playground equipment. Basketball shooting area would be good because kids can shoot alone or with others. Kids and children play together. Extends park to all age groups. Cost is not an obstacle to the Neighborhood Park Committee. They would work with Keith Maddison on construction.

Richard Ellis - Has lived in neighborhood for 24 years. Appreciates spirit of cooperation of Advisory Board and District Staff. Believes O'Donnell Park should be as useful as possible to all ages. Supports basketball shooting court.

Angela Brown – Said her husband only got excited about the new park after the basketball shooting area was proposed. They live right across the street it. She also supports the portable restroom move.

Vita Orsi – Lives right across the street from the park. Respects what neighbors are trying to do, but opposed to putting restrooms at new location. In favor of having the new park and likes the basketball shooting area. Liked Patriots Park and is excited about having something like that on her street. Concerned about dogs off leash.

Roger Berkenpas – He said Patriots Park was a nasty lot before the park was developed. Since then he has not seen any dogs off leash. There is strong neighborhood pride in the park.

Discussion:

Director Younger asked for a show of hands from the audience, who was for the changes, who was opposed. 12 people raised their hands "for" with none raising their hands "opposed". He asked Staff if the chain link fence around the portable restrooms would be locked at night. Keith Maddison said yes, it would be.

Director Younger asked if maybe a little bit of a hill could be left in the turf area for the kids to roll down. Ed Nicholson said that could be accommodated.

Director Younger said he would like to see that existing trees were cut up high enough to give a view of the playground for security. Ed Nicholson said he agreed.

Director Younger commended the O'Donnell community group and neighbors on their work. He asked Ed Nicholson if their group understands the additional cost would be theirs. Mr. Nicholson said yes, they understand and did not see a problem with this.

Administrator Harrison said there is security lighting on the site plan and in vicinity of new location of restrooms. Also, District sent out 228 notices to the O'Donnell community about the hearing. They wanted to make sure everyone was included in the discussion about changing the Site Plans.

Director Younger asked if these Master Plans Option A and B replace the former Plans Option A and Option B. Administrator Harrison said yes, these plans would replace the former plans conceptually approved last year.

MOTION 4

M: Dover; S: Borman. The Advisory Board voted to approve the proposed changes to O'Donnell Heritage Park Master Site Plan Option A and Option B. UNANIMOUS VOTE of those present.

NEW BUSINESS – None

FUTURE AGENDA ITEMS/UPCOMING EVENTS:

1. **Carmichael Aquatic Project Committee (CAP) Meeting** –March 25, 6:00 p.m. Community Clubhouse.

TIME AND PLACE OF NEXT MEETING:

1. **Regular Meeting**
Thursday, April 16, 2009, 6:00 pm in Community Clubhouse #2 at Carmichael Park

ADJOURNMENT – The meeting was adjourned at 7:21 p.m. by Chairman Younger.

Respectfully submitted,

Betty Phillips,
Temporary Administrative Secretary

APPROVED BY:

DAVID YOUNGER
CHAIRMAN OF THE BOARD

ATTESTED BY:

INGRID S. PENNEY
Administrative Services Manager
Clerk of the Advisory Board of Directors