

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
JUNE 18, 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 6:03 p.m. by Chairman Younger.

ROLL CALL:

Directors Present: Borman, Dover, Lenau, Safford and Younger
Staff Present: Harrison, Kerth, Penney and Eppler

PLEDGE OF ALLEGIANCE – Boy Scout Troop 55 posted the Colors and led the Pledge of Allegiance.

SPECIAL BOARD PRESENTATION – Jason Polkinghorn – The Advisory Board commended Mr. Polkinghorn for maintaining and improving the Butterfly Garden at Patriots Park. Jerry Eppler said it is a “changed place” with a theme and it looks great. Mr. Polkinghorn thanked the Advisory Board and said everyone should come in October for prime time butterfly viewing.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION ON ITEM(S) NOT SCHEDULED ON THE AGENDA

CONSENT ITEMS:

1. **MINUTES**
May 21, 2009
2. **FINANCIAL STATEMENT**
April 2009
3. **ACCOUNTS PAYABLE**
May 2009
4. **ACCOUNTS RECEIVABLE**
June 2009

Motion 1

M: Safford; S: Dover – The Advisory Board voted to approve Consent Items 1 – 4 as presented.
UNANIMOUS VOTE.

CORRESPONDENCE: None

NEWSPAPER ARTICLES: Received and Filed

Arden-Carmichael News – May 28, 2009 Around and About Arden and Carmichael – special shots of the region by Susan Skinner; Ompa ovations, June 6 -7; June 11, 2009 Central Park
Carmichael Chamber of Commerce Commentator – June 2009 – Imagine the Possibilities
Carmichael Times – June 2, 2009 – So, Who is Saving the Dynamite Tree, Carmichael Park Community Band Festival, Putting on the Dog at “Canine Craze”, and Kiwanis Volunteers Currying Flavor

ACTION ITEMS:

1. **FY 09-10 STAFF WORK PLAN**

Staff Presentation:

Administrator Harrison said each year Staff identifies projects and tasks for the next fiscal year. The proposed Staff Work Plan also identifies a target completion date and the lead person for each item. Staff will report quarterly on status of each project. The first report will be at the October Advisory Board meeting.

Discussion:

Chairman Younger asked if Staff assessed the time needed to accomplish each of these items.

Administrator Harrison said yes, each lead person put his/her own time frame on the Work Plan and is comfortable with it.

Motion 2

M: Borman; S: Safford – The Advisory Board voted to approve the Staff Work Plan as presented.
UNANIMOUS VOTE.

2. NATURE PATHWAY FOR THE VISUALLY IMPAIRED AT JENSEN BOTANICAL GARDEN

Staff Presentation:

Tracy Kerth said Jacqueline Coffroth; a member of the Daughters of the American Revolution came to the District two years ago with the idea of creating a nature pathway for the sight-impaired. The pathway would appeal to the visually impaired and those with physical challenges. Ms Coffroth and the DAR raised the funds to complete the proposed project, which includes a raised bed, interpretive signs, and plants. Tracy Kerth said that since that time, Staff (including Jerry Eppler and Ron Shilliday) has met with the DAR representatives, Pat Rhine, Master Gardener & Friends of Jensen Gardens, and the Sacramento Society for the Blind to plan this project. Target completion date is November 6, 2009.

Discussion:

Director Dover asked if there was some idea how many people would use this pathway. Tracy Kerth said everyone would use it because it accommodates everyone. Director Safford asked if there is anything like this project in the area. Tracy Kerth said no, this is a new idea.

Chairman Younger said this is a great idea. After it is completed District needs to get the word out that it's there.

Motion 3

M: Dover; S: Lenau – The Advisory Board voted to approve the Nature Pathway for the Visually Impaired at Jensen Botanical Garden as presented. UNANIMOUS VOTE.

PRESENTATION ITEMS:

1. FOUNDERS DAY UPDATE

Tracy Kerth reported that this is the 100th year for Carmichael. The District is helping out with the planning for the celebration. The next meeting of the Founders Day Committee is scheduled for June 19, and there should be more information after the 4th of July.

Director Lenau thanked Tracy Kerth and Administrator Harrison for the District's commitment to this project. He said the Chamber of Commerce has leads on possible sponsors for the event.

2. CAPP UPDATE

Administrator Harrison said CAPP has a number of things underway. First, this summer is the big effort on outreach, using the PowerPoint presentation Tracy Kerth and Lee Ann Yarber put together. Second, there will be a distribution of new CAPP brochures at the 4th of July Parade and Fireworks Show. CAPP will have a car in the parade, as well. Their goal is to saturate Carmichael with project information over the next three months. At some point, they will go to the public for money. If the response from the public is positive over the summer, District will have the consultants do the public mail survey to see if they should go forward with benefit assessment in 2010. Overall, it will be a real community effort. They are planning a presence at Founders Day festivities.

Chairman Younger said previously they had talked about changing the Chairman of CAPP. This will be brought to the next meeting as an action item.

3. NEW STAFF INTRODUCTION

Tracy Kerth announced Betty Phillips has been selected as the new Secretary/Receptionist for the La Sierra Community Center. There were 120 applicants for this position, and she scored great on the tests and on the interview. Alaina Lofthus, the Recreation Supervisor, introduced Jordan Whitford, the Teen Camp Director, Amy Branson, Voyager Camp Director, and Kelly Mezger, Voyager Camp Director. She also brought a handout with pictures of the camp leaders for each of the camps. She said they were fortunate to have some staff members return for many years, contributing their valuable experience. She invited the Advisory Board Directors to come to the camps to visit.

Chairman Younger said both his boys went to this program growing up. Tracy Kerth said – as a parent – her daughter Kylie said it was the “best time of my life, but they could use a playground.” Alaina Lofthus said 200 Rivercats tickets were donated yesterday to the Camp for the June 18 game. They were all being used!

4. O'DONNELL HERITAGE NEIGHBORHOOD PARK

Administrator Harrison introduced Vern Chang, co-chair of the O'Donnell Park Committee. He said the neighborhood has a lot of yard signs now saying “donor” on them.

Vern Chang said they have now sold 180 commemorative bricks. The project has won a \$100,000 grant from First 5 toward the tot lot, play structure, Butterfly Garden, tot picnic facilities and associated shade structures. Mr. Chang said each donor to O'Donnell Park gets a yard sign. They have nearly 200 yard signs out in the neighborhood now. He presented each Director with a yard sign, since each of them had also contributed by buying a brick. He said their website is very dynamic and includes information on how to make contributions. They plan to link it with the District website. He said their committee has come up with final lists of playground items and contractors. Mr. Chang said Carmichael Times is publishing

articles on their fundraising to help them, starting with the May 19th article entitled "Saving the Dynamite Tree."

5. ADVISORY BOARD MEMBER REPORTS

Nothing to report

6. STAFF REPORT

Ingrid Penney said staff is involved with year- end closing tasks; completed the final payroll for the year end with 106 people on payroll; and paid the final invoices for all capital projects. She said that the County has extended the deadline to submit the final budget proposals. Staff will present the proposal at the next meeting for the Advisory Board's recommendation. Because final closing will take place the week of July 20 -24, staff will bring any adjustments made to accounts for ratification and final approval at the August meeting. Final budget hearings will be held by the County Board of Supervisors in September. Upgrades to improve processing speed have been made to the District terminal server. Staff has finalized the Capra Park lease and reviewed the insurance document with the Caretaker.

Tracy Kerth said the Safety Meeting was last week. Recreation Division is busy with summer camps. Alaina Lofthus is revamping the volleyball leagues. She reminded everyone the 4th of July is coming up soon and La Sierra will have the fireworks show – costing about \$10,000, which Mission Oaks contributed \$5,000 toward.

Jerry Eppler said Maintenance is trying to keep the parks looking green. They have completed all the firebreaks at all the parks. Maintenance Staff is prepping for July 4th. He has been in contact with Sacramento Works and will get some workers thru SETA, who can each work up to 200 hours. He said Maintenance Staff is currently spread pretty thin, and these workers will really help.

Chairman Younger remarked that these workers are funded through the Economic Recovery Act.

Jerry Eppler asked if any of the Directors noticed that the parking lot in front of the District Office has changed directions. They all said yes, they did. He said the reason they changed it was it now sends them more directly to the District Office and it looks better.

NEW BUSINESS – None

FUTURE AGENDA ITEMS/UPCOMING EVENTS:

1. **Carmichael Aquatic and Park Projects Committee (CAPP) Meeting** – June 24, 6 p.m. Community Clubhouse
 2. **Annual July 4th Parade and Fireworks** – July 4, Parade 10:30 a.m., Grandstand at Carmichael Park; Fireworks 9:00 p.m. La Sierra Community Center
- Director Lenau called everyone's attention to the Saturday Concerts in the Carmichael Park. Carmichael Chamber of Commerce and Carmichael Park working together on these. All of the July concerts should be great, and they are free, running from 6 p.m. to 8 p.m.

TIME AND PLACE OF NEXT MEETING:

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

ADJOURNMENT – The meeting was adjourned at 7:07 p.m. by Chairman Younger.

Respectfully submitted,

Betty Phillips,
Secretary/Receptionist

APPROVED BY:

ATTESTED BY:

DAVID YOUNGER
CHAIRMAN OF THE BOARD

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