

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
JULY 16, 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, Safford and Younger
Directors Absent: Lenau (excused absence)
Staff Present: Harrison, Kerth, Maddison and Penney

PLEDGE OF ALLEGIANCE – Venturing Crew Troop 55 posted the Colors and led the Pledge of Allegiance.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION ON ITEM(S) NOT SCHEDULED ON THE AGENDA - none

CONSENT ITEMS:

1. **MINUTES**
June 18, 2009
2. **FINANCIAL STATEMENT**
May 2009
3. **ACCOUNTS PAYABLE**
June 2009
4. **ACCOUNTS RECEIVABLE**
July 2009

Motion 1

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

CORRESPONDENCE: Received and Filed

June 24, 2009 – Letter from Roger Niello, Assemblyman, Fifth District – Recognition of CRPD for receiving the Facility Design and Park Planning Award for Patriots Park from the California Park and Recreation Society District II.
Undated – Letter from “Roy and Helen” (no last names) – Thanks for the 4th of July Fireworks display.

NEWSPAPER ARTICLES: Received and Filed

Arden-Carmichael News – June 25, 2009 – Secret Garden – A Tour of Carmichael’s Jensen Botanical Garden
Carmichael Times – July 8, 2009 – Final Push to Save the O’Donnell Park Dynamite Tree and Nature Area

PRESENTATION ITEMS:

1. **LSCC LEASING UPDATE - Deferred until after Founders Day Update, Mr. Noack not present yet.**
2. **FOUNDERS DAY UPDATE**
Tracy Kerth said that Elizabeth Crisante and she are taking the lead on entertainment for Founders Day. The celebration will start at 11 a.m. The Kids’ Zone will be free this year. There will be a classic car show and Kiwanis will be hosting a brisket dinner. The event will end with a fireworks display. Peter Tateishi has suggested putting together a time capsule. They are working on that idea.
1. **LSCC LEASING UPDATE**
Presentation:
Tracy Kerth introduced Ken Noack, leasing agent for La Sierra Community Center. Ken Noack said he had been working on the process of leasing space at La Sierra since September, 2008. They have had inquiries for everything from one classroom to literally the entire campus. Mr. Noack said there have been twelve bona fide inquiries over the last 10 months, including a recording studio (went elsewhere), a K – 8 school (they bought elsewhere), a career college and a senior day care center. Inquiry from San Juan School District is still pending. A call center that inquired has not been placed yet. A charter school is still looking. Pharmaceutical and nursing college is a new inquiry still

looking for space. Laureate School is thinking about reconfiguring their space and doing a longer term lease.

He said the competition is San Juan School District – they have excess space – and Arden School component at Watt and Arden is on the market for lease or sale.

He will be meeting with Keith Maddison to tour Keystone space at La Sierra to discuss District and tenant responsibilities and what the District can do to make the space more marketable.

Discussion:

Director Dover asked if any of the leads were “hot leads.”

Mr. Noack said all of these leads are “hot leads.” Most come off the internet, where most marketing is from, as well. They pre-qualify everyone first.

Administrator Harrison said he appreciated Ken Noack’s effort on this project. He has been very helpful to the District. Administrator Harrison said that there have been a number of inquiries about the District selling the La Sierra Community Center property. The District cannot sell this property. The conditions of ownership state the District can only lease the property to others.

3. CAPP UPDATE

Presentation:

Administrator Harrison said CAPP has raised \$29,000, some of which has already been spent. The Advisory Board will be taking action later in this agenda on the appointment of new chair, Ron Greenwood. CAPP is doing summer outreach presentations to groups. They were at the 4th of July fireworks show and gave out handouts during the parade. They made an announcement at the last weekend concert. Public response has been positive so far. They are talking with Carmichael Times about a feature story and ongoing items to keep CAPP issues in front of the public.

Administrator Harrison said the new Foundation has been organized. Peter Tateishi is the chair. They have an attorney and a financial advisor on the Board.

The next meeting is Wednesday night, July 22. Ron Greenwood organized the Kiwanis outreach at the fireworks show. They are looking forward to the mail survey.

Discussion:

Chairman Younger said that the public has been more inclined to support the Park Projects after they heard the presentations. Parade watchers cheered for a new pool. Most people who have talked to the Committee have been supportive.

Director Borman said she worked at the CAPP booth at the parade, and everyone she talked to was supportive as well.

Administrator Harrison said they are trying to be mindful that this will also restore Carmichael Park and the neighborhood parks. This will come more to the front of the issues as time goes by.

Director Safford said Founders day would be a great time to do a big push. Administrator Harrison agreed.

Director Borman asked if they could bring the issue up to the Summer Concert crowds. Tracy Kerth said they are having a booth there.

4. ADVISORY BOARD MEMBER REPORTS

Chairman Younger said he accompanied Administrator Harrison and Ron Greenwood to meet with Susan Peters. He said she is pleased the District did not have to make any more staff reductions and she was appreciative of the District managing their own issues and budget.

Director Borman said she visited the Summer Camp at La Sierra. The instructors and kids were all smiling and happy. She was very pleased to see that.

Director Younger said he attended the last Summer Concert. There were over 1,000 people attending. He said Elizabeth Crisante is doing a great job on the Summer Concerts.

5. STAFF REPORT

Administrator Harrison said the Sacramento Fine Arts Center has been a tenant at La Sierra for several years. Their lease is up the end of this year. Their current rate is below District cost – they do not pay District cost to maintain their space. He said the District cannot afford to subsidize them any more, and their rent will be increased. District has also informed them that they may need to be relocated to other space within the Community Center because they are occupying prime rental space. The Fine Arts Center does not support moving or paying more rent.

Chairman Younger said this was a good move on the District’s part. That would be a prime location to lease.

Director Safford said Chautauqua Theater’s productions are sold out. They have outstanding acting and production. She encouraged everyone to check them out.

Administrator Harrison said the District had encroachment issue at Patriots Park. The neighboring owner is moving off Park property. District has agreed to put in a six foot fence if the neighbor was willing to pay the difference between this cost and a post and cable fence. This issue is now resolved, and the neighbor is moving his driveway.

Administrator Harrison said the Carmichael Creek Neighborhood Association sent a letter to Sacramento

County requesting a full EIR on Sutter-Jensen Park. Sacramento County plans to issue a mitigated negative declaration report. County will be responding to Carmichael Creek, and County and the Neighborhood Association will have to resolve the difference.

Ingrid Penney said July 15 was final closing of the County budget for fiscal year and final numbers will be available by July 24. She said District will be back at the August meeting with any changes to District budget. She said last week District received final checks from grants. She said they also worked on the computer system to allow O'Donnell donations to be made online. The District received a public records request for District employees' work email addresses. This is not an issue of privacy, but a matter of public record. Only work email addresses were provided.

Tracy Kerth asked everyone to take a look at the District's website. There is a lot of great information on it and a lot of good links. District just received a \$1,000 donation for Junior High Sports. The Adult Sports Coordinator position was eliminated as of July 1. Alaina Lofthus is working hard on Adult Sports and has some great ideas. She is putting the league schedules online and is planning to put the team standings online for each league as well.

Keith Maddison said April through July 4 is the toughest part of the year because Maintenance is so busy. He said he has been working closely with the O'Donnell Park neighborhood group, with the final decision made on playground equipment manufacturer. O'Donnell is now about \$35,000 away from their goal.

ACTION ITEMS:

1. CAPP CHAIRMAN APPOINTMENT

Staff Presentation:

Administrator Harrison said at the last meeting the Advisory Board concurred to allow appointment of Ron Greenwood as CAPP Chairman. This is the action item to confirm CAPP Committee appointment of Ron Greenwood as Chairman of Carmichael Aquatic and Park Projects Committee.

Discussion:

None

Motion 2

M: Safford; S: Borman – The Advisory Board voted to confirm Ron Greenwood as chairman of the CAPP Committee. UNANIMOUS VOTE OF THOSE PRESENT.

2. NOMINATION FOR CALIFORNIA ASSOCIATION OF PARK AND RECREATION COMMISSIONERS AND BOARD MEMBERS

Staff Presentation:

Administrator Harrison said he was bringing an invitation from the Executive Director of California Association of Park and Recreation Commissioners and Board Members for one of the District's Directors to fill a vacancy on their Board of Directors. If any of the District Advisory Board Directors were interested, the District submits a letter of recommendation.

Discussion:

Chairman Younger asked if any of the other Directors were interested.

Director Borman asked if being on that Board was of any advantage to the District.

Administrator Harrison said the training there could be helpful. She could come back and share information with the other District Board members. The District would cover volunteer's expenses to serve on this board. He also said he felt it was an honor that this District has been asked to recommend someone.

Director Borman said she thought it looked interesting and that she would be interested in this position.

Chairman Younger said the Board supports Director Borman's interest.

Administrator Harrison said they would send in a strong recommendation for her.

No Motion Required

3. PROPOSED FINAL BUDGET FOR FY2009-10

Staff Presentation:

Administrator Harrison said this was the Final Budget recommendation from Staff. It has been gone over in detail with the Budget Committee. He said since last spring they knew lean times were coming.

Furloughs have been in effect since July 1. The Budget is at an acceptable level and does not require further personnel reductions. Major changes include \$100,000 for CAPP benefit assessment. CAPP Committee is working to get donated funds to cover this, but if they are not there, District needs to have funds to cover. There is also money for O'Donnell Park contingencies. There is also money to complete the CEQA process on the parks under the Master Site Plans. Those are the primary differences.

Administrator Harrison said Staff is monitoring the budget very closely and will come back on a quarterly

basis with updates, especially if La Sierra space leases. CAPP people are still trying to identify ways to raise funds. There will be consultant services District would pay for if the benefit assessment goes forward.

Discussion:

Chairman Younger asked what happens to those funds if the contingencies they are planned for do not materialize.

Administrator Harrison said Staff will come back and report to the Board with any changes.

Director Dover said O'Donnell neighborhood group has been working so hard and coming very close to their goal. District wants to be a positive effect on the committee if they come up a little short.

Ingrid Penney said they are very comfortable with what they are showing on the budget for property taxes, based on the recent County Assessor's report on assessed values within the District. It does not, however, take into consideration the situation if the State suspends Proposition 1A. As stated previously, we would need to evaluate our status at mid-year and make any necessary adjustments to operations at that time.

Motion 3

M: Dover; S: Borman – The Advisory Board voted to approve and recommend to the Sacramento County Board of Supervisors the proposed Final Budget for FY 2009-10, as presented, a total of \$4,322,658, as follows: Revenue: Est. Carry-over Fund Balance: \$661,276; Transfer from Reserves: \$6,038; Property taxes \$1,653,211; Use of Money/Property \$729,893; Aid-Government \$315,075; Charges for Service (Recreation Programs) \$875,000; Other Revenues \$82,165; Expenditures: Salaries/Benefits \$2,402,096; Services & Supplies \$1,134,090; Other Charges \$94,236; Capital Improvements \$488,499; and Contingency \$203,737. UNANIMOUS VOTE OF THOSE PRESENT.

5. RETIREE MEDICAL & DENTAL INSURANCE PROGRAM FOR CALENDAR YEAR 2010

Staff presentation:

Ingrid Penney said the County's program changes were a result of meetings with representatives from the affected parties. The County's decision regarding the retiree program was a result of unprecedented budget shortfall and is consistent with the position of the Sacramento County Retired Employee Association. Changes include dental and medical subsidy decreases. These changes affect six retirees and/or their dependents from the District. Fiscal impact is reduction of costs to District of \$4,698. Based on District participation agreement with the County, Staff is recommending adoption of the County's retiree medical and dental insurance program for 2010. The 2010 program is effective 1/1/10.

Discussion:

Chairman Younger asked if this reduction in subsidy applies to all the retirees in the program. Ingrid Penney replied yes, it does.

Chairman Younger asked if there is any alternative to approving this reduction. Ingrid Penney said no, there isn't because District agreed to follow their changes by contract.

Chairman Younger asked if this was a temporary or permanent change. Ingrid Penney answered that it is unknown at this time. This is not a guaranteed benefit. Right now the County does not have the money to fund at the former level.

Director Dover said this appears to be a sign of the times. He asked if this is reevaluated year to year. Ingrid Penney said it was a yearly evaluation.

Motion 4

M: Dover; S: Safford – The Advisory Board voted to approve the Retiree Medical and Dental Insurance Program for Calendar Year 2010, as adopted by the Sacramento Board of Supervisors. UNANIMOUS VOTE OF THOSE PRESENT.

NEW BUSINESS – None

FUTURE AGENDA ITEMS/UPCOMING EVENTS:

- 1. Carmichael Aquatic and Park Projects Committee (CAPP) Meeting – July 22 at 6:00 p.m. in the Carmichael Clubhouse.**
- 2. Annual American Cancer Society Relay for Life – July 18 & 19, 9:00 a.m. Carmichael Park**
- 3. Summer Concerts in Carmichael Park – Saturdays July 18 & 25 at 6:00 p.m., and every Sunday through September 13 at 6:30 p.m.**

TIME AND PLACE OF NEXT MEETING:

1. Regular Meeting

Thursday, August 20, 2009, 6:00 pm in Community Clubhouse #2 at Carmichael Park

ADJOURNMENT – The meeting was adjourned at 7:25 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