

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
October 15, 2009 REGULAR MEETING**

Directors: Borman, Brown, Dover, 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 6:02 p.m. by Chairman Younger.

ROLL CALL:
Directors Present: Borman, Safford and Younger
Directors Absent: Brown, Dover (both excused absences)
Staff Present: Harrison, Kerth, Maddison and Penney

PLEDGE OF ALLEGIANCE – Boy Scout Troop 55 led the Pledge of Allegiance

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

Public Comments:
Jim Baker – Received District survey regarding possible benefit assessment for Aquatic Center and park projects. It should have shown the total amounts to be spent, and what funds would be spent for. He said he was told it would be a bond issue, but didn't think he was given enough information on the survey to make an informed decision. He wanted more information about financing.

CONSENT ITEMS:

1. **MINUTES**
September 23, 2009 – Regular Meeting
2. **FINANCIAL STATEMENT**
July and August 2009 – July Deferred from September 23 Meeting
3. **ACCOUNTS PAYABLE**
September 2009
4. **ACCOUNTS RECEIVABLE**
October 2009
5. **RECREATION PROGRAM ACTIVITY REPORT**
Quarterly Report – July Through September 2009
6. **RETIREE MEDICAL AND DENTAL INSURANCE PROGRAM FOR 2010**
Approval of Contract with County of Sacramento

Motion 1

M: Borman; S: Safford – The Advisory Board voted to approve Consent Items 1 through 6. Unanimous vote of those present. ABSENT: Directors Brown and Dover

CORRESPONDENCE: Received and filed.

September 28, 2009	Letter from Carmichael Presbyterian Church regarding Community Garden donating 41 boxes of produce during a 6 week period to their food closet
September 20, 2009	Letter from the Carmichael Colony Neighborhood Association regarding master plans for the four undeveloped parks in the District

NEWSPAPER ARTICLES: Received and filed.

Carmichael Times	September 23, 2009 – Exiting Improvement Plans Announced for Carmichael Parks, Celebrating Founders Day
Arden-Carmichael News	September 24, 2009 – Event 100 Years in the making: Carmichael reaches centennial
Sacramento Bee	September 26, 2009 – Carmichael's Centennial
Arden-Carmichael News	October 8, 2009 – A day to be remembered

ACTION ITEMS:

1. O'DONNELL HERITAGE PARK CONSTRUCTION CONTRACTS

Staff Presentation:

Keith Maddison said the O'Donnell Heritage Park design phase is nearly complete and the bidding and construction phase will begin soon. The District will be acting as owner builder/general contractor for this next phase. Currently contracts under \$30,000 can be completed with a purchase order. Contracts between \$30,000 and \$125,000 require Advisory Board approval and informal bidding process. Because of the aggressive construction time line for this project, it would be beneficial for District Administrator to be able to sign contracts. This process was also used for construction of the Kids Hangout project and would avoid delay of bringing each contract back to the Advisory Board.

Administrator Harrison said the few contracts being considered for this process are each under \$50,000. Approval would apply for this project only.

Motion 2

M: Safford; S: Borman – The Advisory Board voted to authorize the District Administrator to sign contracts associated with the O'Donnell Heritage Project not to exceed the amount of \$125,000 per contract; anything that would go over the budget must be brought back to the Advisory Board. Unanimous Vote of those present. ABSENT: Directors Brown and Dover

2. PROPOSITION 1A SECURITIZATION PROGRAM

Staff Presentation:

Administrator Harrison reported that if SB 67 passes, bonds will be available to investors. Participation requires the County Board of Supervisors to add the District to the County "enrollment". If everything goes forward, the District would be reimbursed about \$67,000 on January 15, 2010, and again on May 3, 2010 for funds withheld from District. The total would be \$134,000. Since these funds were not included in District 2009-10 budget, their return would have a positive impact.

If the State Senate fails to pass SB 67 before November 6, this could change the timeline (and even the possibility) of the securitization financing through CSCDA.

District has been directed to assume it will be passed timely. To be included, the Advisory Board needs to approve the County of Sacramento moving forward with securitization financing offered by California Communities on the District's behalf.

Motion 3

M: Safford; S: Borman - The Advisory Board voted to approve the County of Sacramento moving forward with securitization financing offered by California Communities of the District's behalf. Unanimous Vote of those present. ABSENT: Directors Brown and Dover

3. LA SIERRA COMMUNITY CENTER TENANT LEASE

Staff Presentation:

Administrator Harrison said an existing tenant, Mathiot/Laureate, has agreed to a new 38 month lease. The new lease would begin when their current lease expires on December 31, 2009. They will be leasing more space, resulting in a \$400 per month rental increase to the District. The new lease has been reviewed by the County Counsel. Staff is requesting Advisory Board approve the proposed lease and recommend it to the County Board of Supervisors for approval; hoping to get onto BOS November 10 agenda.

Chairman Younger said he reviewed the lease and saw no problems. District is making reasonable repairs and improvements.

Motion 4

M: Borman; S: Safford - The Advisory Board voted to recommend approval to enter into the proposed lease with Laureate Learning Center/Mathiot Group Homes to the Sacramento County Board of Supervisors. Unanimous Vote of those present. ABSENT: Directors Brown and Dover

4. **SUTTER-JENSEN MASTER PLAN**

Staff Presentation:

Administrator Harrison said the Advisory Board approved the proposed Master Site Plan for Sutter-Jensen Community Park on December 18, 2008. The Master Site Plan is scheduled to come before the County Board of Supervisors for approval on November 3. After further consultation with the Sutter-Jensen Neighborhood Committee, Staff believes it would be better to take a revised (no land surplus/sale) Master Site Plan to the BOS after the funding has been raised. If funds sufficient to avoid land sales are not raised, the existing plan would be recommended.

Staff recommendation is to postpone taking the Sutter-Jensen Community Park Master Site Plan to the Board of Supervisors for approval until November 2010. If funds are made available that would negate the need to surplus and sell land before November 2010, the District would prepare an alternate Master Site Plan for approval of the Advisory Board and the Board of Supervisors.

Administrator Harrison said he did not anticipate any county issues. CEQA would still be valid with a year delay.

Public Comments:

Sandy Helland from Sutter-Jensen Neighborhood Committee – Progress is being made to raise funds. Their goal is \$250,000 in services, cash, and grants to prevent land from being sold. Their Engineering Committee has commitment of civil engineer time donation and possibly other costs. Other professionals are donating consulting time on project, and other companies and professionals are interested. Eagle Scouts are also interested in helping with project. Fundraising Committee has lots of ideas to raise money. They have a professional accountant on the committee. Some members will be working on applying for grants. On their Publicity Committee they have journalists and a webmaster. They are hoping to mirror the success of O'Donnell Heritage Park Committee, and will be meeting with them.

Director Safford said they are all “on the same page” and thanked the Sutter-Jensen Committee members for their enthusiasm.

Chairman Younger said it has always been the District’s goal to avoid selling this land, and the Committee was showing they had a good start. He then asked for a show of hands of those in attendance who were there for the Sutter-Jensen matter. Nearly everyone raised their hands. He then asked how many were in favor of the proposed action. Nearly everyone raised their hands again.

Motion 5

M: Borman; S: Safford - The Advisory Board voted to postpone taking the Sutter-Jensen Master Site Plan to the Sacramento County Board of Supervisors for approval until November 2010. If funds are made available that would negate the need to surplus and sell land before November 2010, the District will prepare an alternate Master Site Plan for Advisory Board and Board of Supervisors approval. Unanimous Vote of those present. ABSENT: Directors Brown and Dover

PRESENTATION ITEMS:

1. 2009-10 WORK PLAN

Staff Presentation:

Administrator Harrison stated that last month the Advisory Board had approved some revisions to the Work Plan. The presented Work Plan is the quarterly update. Everything that should be done through October has been done or updated.

Chairman Younger said he liked all the “completes” on the report.

2. FOUNDERS DAY REPORT

Staff Presentation:

Tracy Kerth said the Founders Day event went very well. Elizabeth Crisante did a fabulous job coordinating everything. Peter Tateishi did an excellent job as Master of Ceremonies during the day. She said she did wish people had bought more from the booths. The car show event was great. Staff did an outstanding job on the whole event. The historic display was wonderful. Overall, it was a great 100 year event.

Director Safford said Founders Day was such a hot day, it was perfect day to talk to people about the new aquatic center.

Director Safford said the whole event was a great family day.

4. **CAPP UPDATE**

Staff Presentation:

Administrator Harrison reported there are no results from the CAPP mail survey. As of that date, there was only an 18% return. There will be no results until about November 10 from the consultants. The CAPP meeting on October 28 should have preliminary results. The consulting firm will stop counting the mailed-in surveys on November 2. They will have attend the next Advisory Board meeting on November 19 and provide a full report at that time. District money was not spent on the mail survey; it was paid for with donations – mostly from Kiwanis.

Chairman Younger asked about the results of the door-to-door survey. Administrator Harrison said the yes responses were about 53%. 18 volunteers went out on two consecutive Saturdays, contacting a total of 886 residents.

Public Comment:

Joan Komaromi – she said the mailed survey was not specific as to what it was for and what the funds would be used for.

REPORTS

1. **ADVISORY BOARD MEMBER REPORTS**

Director Safford asked if there were plans for a year-end gathering for Staff and Advisory Board members. Administrator Harrison said there will probably be something and Staff would let the Directors know. Chairman Younger complimented Staff on the O'Donnell Heritage Park groundbreaking. He said they did a great job and he was looking forward to the dedication.

2. **STAFF REPORT**

Tracy Kerth said Patriots Park Wall of Honor ceremony will be November 7. Will be honoring four men and recognize last year's recipients as well. They will post colors and have a bagpipe ceremony. This event will take place rain or shine. She said Recreation now has 78 Adult Volleyball teams. She commended Alaina Lofthus on her handling of the Adult Sports. Currently Recreation is running Junior High volleyball at Barrett and Will Rogers Middle Schools as well as several Adult Basketball leagues and two Adult Softball leagues. Elizabeth Crisante is doing the Creepy Carnival on Halloween for kids. Keith Maddison said Maintenance crews installed a raised planter for the Pathway for the Blind. They are also working on space vacated at La Sierra to make it more attractive to potential renters. Vacant space was shown to a possible tenant who was interested in 15,000 square feet. They indicated they were very interested in the La Sierra space. He also said that Jerry Eppler was awarded a District II CPRS Scholarship to the Pacific Southwest Maintenance Management School. 14 to 15 trees were down or needed to be removed due to the recent storm. Most were ash trees. 2 of the shade sails at Patriots Park came loose. They have been taken down and will be sent back to manufacturer. Ingrid Penney thanked Staff who took care of things while she was out. She is working on the first quarter financial statement for the next Advisory Board meeting. She is also working with Administrator Harrison and Tracy Kerth on the District leases. October was open enrollment period for Staff.

NEW BUSINESS – none

FUTURE AGENDA ITEMS/UPCOMING EVENTS:

1. **Sacramento Symphonic Winds Concert** – October 25, 3-4:30 p.m. La Sierra Community Center, CAPP benefit.
2. **Carmichael Aquatic and Park Projects Committee Meeting** – October 28, 6:00 p.m. Community Clubhouse
3. **Creepy Carnival** – October 31, 10 am – 1 pm (for ages 8 and under) – La Sierra Community Center
4. **Board of Supervisors Meeting** – November 3, 10:30 a.m. - Sutter Jensen Park Site Master Plan Presented for Approval
5. **Patriots Park Wall of Honor Celebration** – November 7, 10 am – Patriots Park

TIME AND PLACE OF NEXT MEETING:

1. **Regular Meeting**
Proposed: Thursday, November 19, 2009, 6:00 pm, Community Clubhouse #2 at Carmichael Park

RECESSED TO CLOSED SESSION at 7:12 pm.

- 1. Conference with Labor Negotiators**
Unrepresented Employee – District Administrator

RECONVENED TO OPEN SESSION – CLOSED SESSION REPORT

Information received and discussed.

Motion 6

M: Safford; S: Borman - The Advisory Board voted to recommend a six (6) month extension to the District Administrator's contract to the Sacramento County Board of Supervisors. Unanimous Vote of those present. ABSENT: Directors Brown and Dover

ADJOURNMENT – The meeting was adjourned at 7:25 p.m.

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