

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
APRIL 15, 2010 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 6:00 p.m. by Chairman Younger.

ROLL CALL:

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

PLEDGE OF ALLEGIANCE – Connor Wells from 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 – None

CONSENT ITEMS:

1. **MINUTES**
March 18, 2010 – Regular Meeting
2. **FINANCIAL STATEMENT**
February 2010
3. **ACCOUNTS PAYABLE**
March 2010
4. **ACCOUNTS RECEIVABLE**
April 2010
5. **GENERAL SERVICES RESOLUTION #CP041510-01**
Recommend approval for Resolution for State of California, Department of General Services Office of Fleet and Asset Management; authorizing Staff to purchase State of CA surplus property #CP041510-01 General Services Resolution
6. **QUARTERLY ACTIVITY REPORT**
January through March 2010
7. **NEW SACRAMENTO OPERATIONAL AREA AGREEMENT – RESOLUTION #CP041510-02**
Recommend adoption of Resolution #CP041510-02; approval to enter into a New Operational Area Agreement with Sacramento County, the lead agency, and all other signatories to the new agreement.

Motion 1

M: Safford S: Dover – The Advisory Board voted to approve Consent Items 1 through 7, as presented. Unanimous vote of those present.

CORRESPONDENCE: none

NEWSPAPER ARTICLES: Received and filed

Carmichael Times – March 31, 2010 – Annual Easter Egg Hunt Comes to Carmichael Park
 Carmichael Times – April 7, 2010 – Carmichael Park District Opens Nature Path for the Blind

ACTION ITEMS:

1. **O'Donnell Park – Shade Sails Presentation:**
 Administrator Harrison said policy is that anything over \$25,000 must go out for bid. District had a bid from Playcraft, Inc., who did the shade sails for Patriots Park. Published bid for shade sails for O'Donnell Park expired April 14, but no other bids received.
 Keith Maddison said the shade sails cost just under \$25,000. Since no other bids received, planning to go with the original bid received from Playcraft, which will be \$27,877.20 including tax and shipping.
 Administrator Harrison said these sails will protect the playground equipment and especially the area

where smaller children will play. The amount will be well within the budget for this item.

Discussion:

Chairman Younger asked if, since this is the same company, they are giving the same 10 year warranty. Keith Maddison said yes, they are.

Chairman Younger asked if there is a fade guarantee. Keith Maddison said no, none of them come with a fade guarantee.

Motion 2

M: Dover S: Safford - The Advisory Board voted to approve Staff recommendation to accept bid from Playcraft, Inc., for \$27,877.20 for Shade Sails for O'Donnell Park. Unanimous vote of those present.

PRESENTATION ITEMS:

1. Carmichael Girls Softball Update

Presentation:

Tracy Kerth introduced Bill Enos, incoming president from Carmichael Girls Softball Fastpitch Softball League. Bill Enos introduced Mike Braz, current president, and Carmel Yanetta, treasurer of Carmichael Girls Softball.

Bill Enos said Carmichael Girls Softball has been going since 1969, this year involving 252 girls aged 6 to 16. Their goal is 300 girls. 28 local schools, including both public and private, are represented. They have 13 company sponsors. They play year around, with short breaks in between seasons. Their league is associated with the Northern California Girls Softball Association (NorCal), governed by ASA Softball. "Countless" girls who started in Carmichael Girls Softball have gone on to play high school and travel ball, and others have been recipients of college scholarships. There is lots of parent involvement.

Discussion:

Director Dover asked how far the girls travel for games. Mr. Enos said the games are mostly local because of the number of teams in the lower divisions. The older players play in the general county area. Administrator Harrison asked if all the girls come from Carmichael. Mr. Enos said there are some from Roseville, but most are from Carmichael.

Tracy Kerth said the Carmichael Girls Softball does a lot of the ball field maintenance at Carmichael Park. Mr. Enos said this year they will be doing about \$2,000 worth of maintenance, but they also get assistance from Senior Softball since they also use those fields.

Director Safford asked what the fee was for each player. Mr. Enos said the fee is \$120 per player except for T-ball, which is \$85. They pay their umpires \$35 per game.

Director Safford thanked the representatives from Carmichael Girls Softball for their presentation.

2. FY 2009-10 Objectives – Work Plan

Presentation:

Administrator Harrison said this was the regular quarterly Work Plan update. The next report will be in June. He said he was very proud of Staff for all the completed items.

Chairman Younger asked if the items marked deferred were impacted by the budget. Administrator Harrison said some items were impacted because of scheduling issues beyond District control, such as weather, but some items were due to budget.

Chairman Younger said next year it would be a good idea to have priority numbers assigned to each item such as 1 to 3. Administrator Harrison said they would also note what items were carried over from the previous year. There are lots of "completes" now on the Plan.

Director Dover asked if Patriots Park and O'Donnell Park are impacting the Work Plan. Administrator Harrison said they are impacting it somewhat. There was also downtime due to weather. Keith Maddison said that mistletoe removal, for instance, required dry weather – of which there hasn't been enough.

Administrator Harrison said this also explains the delays in getting O'Donnell Park started. Weather has been the big factor in those delays.

REPORTS

1. ADVISORY BOARD MEMBER REPORTS

Director Dover attended opening day of the Carmichael Little League on March 20. He said the fields at La Sierra looked terrific. Keith Maddison said the District takes care of everything on the fields other than the infield, which the Little League cares for. Little League takes care of the backstops, score booths, dugouts and bleachers.

Director Borman attended the opening of the Pathway for the Blind at Jensen on Saturday. She said

there was a great turnout, especially from the DAR. She estimated about 130 people were there and the gardens looked beautiful. Tracy Kerth said Crocker Art Museum asked her to give a talk on the Nature Path for the Blind. Society for the Blind was given Braille cards with the garden address and phone number for them to hand out.

Director Dover said great deal of credit goes to Tracy Kerth for this project.

2. STAFF REPORT

Staff Presentation:

Keith Maddison said Maintenance is pretty much done with Suite 620 at La Sierra, including the kitchen. The leasing agent has seen it and said it will be much easier to rent now that it has been totally remodeled. It could also be used for District programs or as breakout meeting rooms for Gibbons Suite. They also removed the emergency generator and sold it. They installed new exit lights with battery backups in both gyms, Sierra Room, Smith Hall, and Chautauqua. Net profit from selling generator was \$20,000.

He said that even with all the rain, they trenched in almost 900 feet at O'Donnell Park. The contractor is stalled for at least another week due to wet ground.

Tracy Kerth reported that the new Biggest Loser program has nine participants. One person lost 20 pounds, a teenager lost 39 pounds. She said this is proof District programs do change lives.

The week – long Skate Park Camp filled to capacity. They will be offering more Skate Camps during the summer.

Saturday April 17 will be the Creek Week celebration at Carmichael Park. Lots of projects will be going on that weekend.

Alaina Lofthus has 84 teams in Volleyball this season. District now has all the league schedules and standings online.

Tracy Kerth said Alaina Lofthus and Elizabeth Crisante are doing a great job, as well as the support staff in the La Sierra office.

Ingrid Penney reported over the last several weeks the managers have been looking over the budget, fine tuning what the year-end numbers will be. She said they are working on final details of leases with County Counsel and tenants.

Administrator Harrison reported they had started the "Park Crew" program with 8 volunteers the first Saturday in April at Patriots Park. The volunteers have committed one Saturday (two hours each) per month through the summer. Coming soon to other park locations.

Currently park districts have contract limit of \$250,000. With other districts, they are seeking contract authorization increase to \$500,000. Have been asked to hold off bringing this before the BOS for a few months. Will bring it before them late this summer or early fall.

The Board of Supervisors approved the Capra Master Plan, along with other consent items.

Administrator Harrison sent an email to community members who had been working with the District on this; all of them were happy to see this happen. He said Staff will be working on a plan for Capra Park periodic use. They would like to have some use of the property by next fall.

The Jan Master Plan with no property sale is on the Board of Supervisors' agenda for May 4.

NEW BUSINESS – None

FUTURE AGENDA ITEMS/UPCOMING EVENTS:

1. **Community Rummage Sale** – Saturday, April 17, 2010, 8 am – Noon – La Sierra Community Skate Park. Proceeds benefit the Skate Park.
2. **Creek Week Cleanup and Celebration** – Saturday, April 17 – Carmichael Park will host a cleanup site 9 – 11 am (call Elizabeth at 483-7826 to volunteer), Volunteers honored at Noon with FREE Barbecue – Carmichael Park Band Shell
3. **Community Garden Spring Cleaning** – Saturday, April 24 – 8 am, Community Garden
4. **Canine Craze Dog Show** – Saturday, May 1 – 10 am – 1 pm Carmichael Park Vets Hall Lawn
5. **Carmichael Geranium Society Festival** – Saturday, May 1 – 10 am – 3 pm – Carmichael Clubhouse
6. **Cactus and Succulent Show and Sale** – Saturday and Sunday, May 15 – 16, 10 am – 4 pm – Carmichael Clubhouse
7. **Skate Park Concert** – Saturday, May 15 – 2 pm – Skate Park - \$5 per person
8. **Custom Neon Concert** – Saturday May 15 – 7 pm – 9 pm - Bandshell
9. **Advisory Board Special Meeting Regarding FY 2010-11 Budget** – Thursday, June 3, 2010, 6:00 pm, Community Clubhouse #2, Carmichael Park

TIME AND PLACE OF NEXT MEETING:

1. **Regular Meeting**
Thursday, May 20, 2010, 6:00 pm, Community Clubhouse #2 at Carmichael Park

RECESS TO CLOSED SESSION – 7:00 p.m.

1. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Unrepresented Employee - District Administrator
Pursuant to California Government Code §54957
2. **PUBLIC EMPLOYEE APPOINTMENT**
Unrepresented Employee - District Administrator
Pursuant to California Government Code §54957

RECONVENE TO OPEN SESSION - CLOSED SESSION REPORT 7: 30 P.M.

1. **Public Employee Performance Evaluation**
The Advisory Board met in closed session and reviewed the performance evaluation with the District Administrator. No action was taken.
2. **Public Employee Appointment**
The Advisory Board met in closed session to discuss the employee contract/appointment for the District Administrator. No action was taken.

Motion 3:

**M: Borman S: Dover - The Advisory Board voted to approve the employee contract as presented for Jack Harrison, District Administrator, and recommend the proposed contract be sent to the Board of Supervisors for approval.
Unanimous vote of those present.**

ADJOURNMENT – The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Betty Phillips
Secretary/Receptionist

APPROVED BY:

ATTESTED BY:

DAVID YOUNGER
CHAIRMAN OF THE BOARD

BETTY PHILLIPS
Secretary/Receptionist
Clerk of the Advisory Board of Directors