

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
MAY 19, 2011 REGULAR MEETING**

Directors: Borman, Brown, Rockenstein, 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, Brown, Rockenstein, Safford and Younger
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 – None

CONSENT ITEMS:

1. **MINUTES**
April 21, 2011 Regular meeting
May 2, 2011 Facilities Committee Meeting
2. **FINANCIAL STATEMENT**
March 2011
3. **ACCOUNTS PAYABLE**
April 2011
4. **ACCOUNTS RECEIVABLE**
May 2011

Motion 1

M: Rockenstein S: Safford – The Advisory Board voted to approve Consent Items 1 through 4.
Unanimous vote

CORRESPONDENCE:

Received and filed
April 19, 2011 – Therapeutic Recreation Services – Thank you to CRPD for letting them use the La Sierra Community Center for prom on April 15, 2011.
May 9, 2011 – County Supervisor Susan Peters – Thank you to Administrator Harrison for participating on the Town Hall Panel.

NEWSPAPER ARTICLES: filed

Carmichael Times – April 27, 2011 – Something Old, Something New – Carmichael Park’s Easter Saturday Pleases All
Arden-Carmichael News – April 28, 2011 – A most egg-cellent day; Getting’ trashy: Creek Week 2011 a rousing success; Farmer’s Market opens in Carmichael Park on May 1.
Inside Arden – May, 2011 – Support the Parkway (Another Park for Carmichael)

ACTION ITEMS:

1. **REQUEST FOR DISC GOLF PERMIT AT SCHWEITZER GROVE NATURE AREA (SGNA)**
Presentation:
Administrator Harrison said he received a letter on May 4, 2011 from the Mutha Putters Disc Golf Club requesting to play disc golf at the Schweitzer Grove Nature Area on a once per month basis and asked for an action item on the May 19, 2011 Advisory Board agenda. Administrator Harrison said there are two reasons not to allow disc golf in Schweitzer Grove at this time: First, it is still incompatible with Schweitzer Grove as a nature area. Second, It is too early to consider even a once per month disc golf use. It would be too confusing to the public, since disc golf was just removed May 1. Staff is recommending that this request not be approved now, but without prejudice. The question could be opened in the future.

Public Comment:

Tim Griffin from Mutha Putters said they were asking for disc golf play once per month at SGNA, on the first Sunday of each month. They would like to do one date only as a trial, 9 am to 3 pm. They plan to play the rest of the time in Carmichael Park once the new course is approved and installed. He said they are willing to get a permit or do whatever is necessary to get to play some time at Schweitzer. They wanted to have a Father’s Day tournament in June.

Joan Komaromi is a neighbor of Schweitzer Grove. She said she wouldn't mind seeing a once per month disc golf tournament in the nature area. She said she would like to see more activity in the park, maybe even a 4th of July disc golf tournament.

Public Discussion Closed

Discussion:

Director Safford said the Staff recommendation regarding waiting for a while to have disc golf back in made sense to her. The District just removed disc golf from Schweitzer Grove. There needs to be some time before bringing back even for once/month is considered.

Director Rockenstein said he concurred with Staff recommendation as well. He said he thinks it would be confusing to the public to bring disc golf back in so soon. He said he is definitely open to a future discussion.

Director Brown said she wants to continue working with the disc golf group. She emphasized that the problem has never been this particular group. She likes their plan, but District should allow a gap in time before allowing disc golf back in Schweitzer Grove. Any new tournaments there should be special events.

Chairman Younger said he appreciates the Mutha Putters proposal and it could be considered at a later date.

Motion 2

M: Safford S: Rockenstein – The Advisory Board voted to deny Mutha Putter's Disc Golf request to use the Schweitzer Grove Nature Area to play disc golf on the first Sunday of each month, without prejudice. Unanimous vote

2. DISC GOLF COURSE AT CARMICHAEL PARK

Presentation:

Keith Maddison said District Park Staff removed the disc golf course from the Schweitzer Grove Nature Area. District Staff has been working with representatives from the Mutha Putters Disc Golf Club to develop a nine-hole course in Carmichael Park. They walked the site and looked at all the possibilities. They have agreed on a course layout that they believe has best chance of success. The District will be responsible for the maintenance and operation of the course. Staff is recommending approval of installation of a nine-hole course on a probationary basis for one year. At the conclusion of one year of operation, Staff will make a report and recommendation regarding continuation of the course. Keith Maddison said Staff met with the Facilities Committee to discuss the layout.

Discussion:

Director Safford said she was in support of the presented layout.

Chairman Younger asked if there was any concern about golfers and lawn users both using areas, especially on weekends. Keith Maddison said the front of Carmichael Park is the least used part of the park, except on special events. The next least used is the lawn next to the Veteran's Hall, except for Kids Love Soccer class. As long as the disc golfers are mindful of others using the areas, the course should be ok as laid out.

Chairman Younger asked Tim Griffin, of the Mutter Putters, how they plan to handle co-users of the lawns. Tim Griffin said they can skip that hole if there are many people there, or get their attention to play through. He said a lot of people like to watch them play. He also said his group approves of the layout.

Tracy Kerth said there are events that the District has, like car shows, about five per year, that would conflict with disc golf play. These events are usually in the mornings. She said they plan to put up signs or a black bag over that hole to let golfers know. Tim Griffin said their group approves of that plan.

Director Brown asked if here were going to be baskets at the holes. Keith Maddison said Carmichael Park is installing posts first, but they hope to access some baskets. They hope to have the course installed by Memorial Day weekend.

Director Rockenstein complimented the Mutter Putters group on working with the District on this project. He also thanked District staff for their work.

Motion 3

M: Rockenstein S: Safford – The Advisory Board voted to approve the installation of a nine hole disc golf course at Carmichael Park on a probationary basis for one year. At the conclusion of one year, Staff will make a report and recommendation regarding continuation of the course. Unanimous vote

3. MEMO OF UNDERSTANDING WITH LA SIERRA COMMUNITY CENTER TENANTS

Presentation:

Administrator Harrison said this Action Item will be discussed in closed session.

PRESENTATION ITEMS:

1. UPDATE ON BENEFIT ASSESSMENT ACTIVITIES

Administrator Harrison reported on progress made with benefit assessment activities. He met with the other District Administrators from Mission Oaks and Arden Arcade Park Districts. The approach they would like to take is to provide people from all three districts to serve on the new committee. They asked the CEC Committee members if they would like to continue to serve, and so far all the responses have been positive. The plan is to have a "point person" from each district who would then help with finding others to serve. Administrator Harrison said they plan to bring these three point people to the regular July Advisory Board meeting to be confirmed. The full list of appointees will be brought to the August Advisory Board meeting.

2. JAN PARK CONSTRUCTION BIDS

Keith Maddison said the contracts were advertised May 2 and May 9, 2011. The mandatory pre-bid walk through was May 13. Eight companies did the walk through. Bids will be closed May 23. The selected contract will be brought to the Special Advisory Board Meeting on June 2. His staff has unofficially broken ground, bringing in power access. They are ready for the official groundbreaking on May 21.

REPORTS

1. ADVISORY BOARD MEMBER REPORTS - none

2. STAFF REPORT

Staff Presentation:

Tracy Kerth said Saturday, May 21, is the Jan Park groundbreaking. Director Borman will be taking the lead as presenter, since Chairman Younger is unavailable. Supervisor Susan Peters will be attending. Over 700 flyers were delivered by volunteers in the neighborhood. This will be a great park for walking trails. She said she began helping the Dog Park Committee's new board, giving them ideas for fundraising. The Friends of Sutter/Jensen are also doing fundraising. The Skate Park is also doing fundraising. Everyone thinks the Skate Park is a good idea. Staff has contacted groups all over the area, but not much money has been raised – just a few hundred dollars. La Sierra Skate Park Jam on June 11 will be announced soon. They are also thinking about having a car wash as part of the Farmers Market to raise funds.

Director Safford asked how the Farmers Market is going. Tracy Kerth said it was unfortunate that the weather was not cooperating, but everyone loves it – even the farmers.

Keith Maddison said Staff installed the new park rules signs and removed the disc golf course from Schweitzer Grove Nature Area as planned on May 2. Ranger patrols have been quiet with very few contacts and no citations written. The neighbors say it's the most peaceful it has been in years. At La Sierra Community Center they are continuing work on space for possible leasing, performing tasks which do not entail purchasing supplies, such as demolition. At O'Donnell, the memory bricks and the bronze plaque have been installed. At Carmichael Park, Maintenance Staff installed a new sidewalk, handicap parking spot and ADA ramp at Ball Field 3 to improve accessibility. Staff has completed the annual power-up and repairs of all irrigation systems throughout the District. The system is currently in rain shutdown, however, due to the unusual cold and rainy weather for late May. District weed abatement is nearly complete. He also noted that the maintenance person who was due to be laid off in July has received a staff position at North Highlands Park District.

Ingrid Penney said the procurement cards have been received and distributed. The District audit continues. Keith Maddison took one of the auditors around the District and showed him the large projects accomplished and in progress. Auditors are now looking at La Sierra leases and other revenue sources and how the District accounts for them. On May 20 the District is hosting the CAPRI workshop in the Gibbons Suite at La Sierra. The first half of the workshop will be on defensive driving, with the second part swimming pool related. She said Staff is looking at budget issues and will be bringing back the final budget in June or July.

Administrator Harrison said one thing that came up during the Schweitzer Grove hearings had to do with child safety. Staff has now spent time there a half hour before and half hour after school hours. The children were walking through an open area, Sumter to Ladera, on their routes to and from school. It's an open, well-travelled area. Jan Park fundraising is now at 141 bricks and they expect more at the Saturday groundbreaking and at Windmill Nursery over the weekend. Windmill Nursery is also donating ten percent of their sales over the weekend to Jan Park fundraising.

Administrator Harrison reminded the Advisory Board of the Interagency Meeting at Mission Oaks Tuesday night, May 24. Three of the Directors plan to attend. At the conclusion of the Interagency Meeting, Mission Oaks Advisory Board will be meeting in special session at 8 pm to take action on a possible loan to Carmichael Park District for purposes related to the La Sierra Community Center.

NEW BUSINESS – None

UPCOMING EVENTS:

1. **Jan Park Groundbreaking** – May 21, at Jan Park
2. **Interagency Board Members Meeting** – May 25, 6 pm at Mission Oaks Park District
3. **Community Concert Band Fest Kickoff of Summer Concerts** – June 4 & 5 at CP Bandshell
4. **Farmers Market Every Sunday** – 8am to 1 pm, Carmichael Park
5. **Volunteer Service Day Kickoff** – June 11, various sites
6. **Summer Day Camps Begin** – June 13, La Sierra Community Center

FUTURE AGENDA ITEMS

1. **Community Outreach regarding a Benefit Assessment**
2. **Revisions for District Fee Schedule**
3. **District Recreation Master Plan**
4. **Selection of Advisory Board officers and Committee Members**

TIME AND PLACE OF NEXT MEETING:

1. **Special Meeting**
Proposed: Construction Contract for Jan Park, Thursday, June 2, 6:00 pm, Community Clubhouse #2 at Carmichael Park
2. **Regular Meeting**
Proposed: Thursday, June 16, 6:00 pm, Community Clubhouse #2 at Carmichael Park

RECESS TO CLOSED SESSION 7:07 p.m.

1. **REAL PROPERTY NEGOTIATIONS**
La Sierra Community Center - Agency Negotiator

RECONVENE TO OPEN SESSION – CLOSED SESSION REPORT 8:38 p.m.

ACTION ITEM

3. MEMO OF UNDERSTANDING WITH LA SIERRA COMMUNITY CENTER TENANTS

Administrator Harrison presented an update on the status regarding negotiations and recommendations for an agreement regarding tenant lease space at the La Sierra Community Center. Ingrid Penney presented the financial strategy, detailing the revenue and cost analysis of the proposal.

Motion 4

M: Rockenstein S: Safford - The Advisory Board voted to approve the staff recommendation regarding proposed terms of an agreement and support for the financial strategy to implement, pending final approval once negotiations have been completed. The motion carried, as follows:

Vote:

Ayes: Directors Borman, Rockenstein, Safford, and Younger
Noes: None
Abstained: Director Brown
Absent: None

ADJOURNMENT – The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Betty Phillips
Administrative Secretary

APPROVED BY:

ATTESTED BY:

DAVID YOUNGER
CHAIRMAN OF THE BOARD

BETTY PHILLIPS
Administrative Secretary
Clerk of the Advisory Board of Directors