

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
SEPTEMBER 15, 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 6:03 p.m. by Chairman Borman

ROLL CALL:

Directors Present: Borman, Brown and Rockenstein
Directors Absent: Safford and Younger – excused absence
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**
August 18, 2011 Regular meeting
September 1, 2011 Special meeting
2. **FINANCIAL STATEMENT**
July 2011
3. **ACCOUNTS PAYABLE**
August 2011
4. **ACCOUNTS RECEIVABLE**
September 2011

Motion 1

M: Brown S: Rockenstein – The Advisory Board voted to approve Consent Items 1 through 4. Unanimous vote of those present

CORRESPONDENCE: None received

NEWSPAPER ARTICLES: Received and filed

Carmichael Times: August 17, 2011 – Q-Balls “Cue Off” Night to Remember;
August 24, 2011 – Willing Hands Prepare Jan park for September Opening;
September 7, 2011 – A Walk in Two Parks
Sacramento Bee (handed out at meeting): September 10, 2011 – Carmichael Community Profile;
September 15, 2011 – Supervisors back plan to spruce up Fair Oaks Blvd.

ACTION ITEMS:

1. **BENEFIT ASSESSMENT PROJECT**

Presentation

Administrator Harrison said the consensus at the Special Advisory Board meeting on September 1 was that a benefit assessment election in May of 2012 is not feasible. The citizens and committee members who had been actively involved with the project over the last four years proposed May of 2013 might be a more appropriate goal and suggested meetings every 6 months to evaluate the situation. Staff recommendation:

- 1) Advisory Board express appreciation to each person who attended the September 1 meeting and ask that they continue to participate in this effort
- 2) Advisory Board continue to evaluate the feasibility of conducting a mail ballot election in May 2013 based on ongoing and updated information provided by staff.
- 3) Advisory Board hold a special meeting in the spring of 2012 to discuss neighboring districts and citizen leaders the feasibility and desirability of a mail ballot election in May 2013. Prior to this meeting, staff should identify the resources (volunteers and funding) available for the project. In particular, a small group of volunteers will be needed to serve in a leadership role.

Discussion

Director Rockenstein asked if the spring meeting would be the first "6 month" meeting. Administrator Harrison said the group indicated they would like to meet in six months. They would give a report to the Advisory Board afterward.

Chairman Borman asked if they were sending a summary of the September 1 meeting to those who were invited but could not come. Administrator Harrison said that would be done.

Motion 2

M: Rockenstein S: Brown – The Advisory Board voted to approve the staff recommendation, adding a fourth item of sending a summary of the September 1 meeting to the invited citizens who could not attend.

Unanimous vote

PRESENTATION ITEMS:

1. SKATE PARK UPDATE

Tracy Kerth said the Skate Park was slated to close July 1, but the District raised enough money to keep it open through the summer via donations, skate camps and fund raisers. The fundraising will continue through fall. The Skate Park will remain open, but beginning October 1 it will have reduced hours. It will be open two days per week, Tuesdays and Thursdays, from 4 p.m. to 7 p.m. and on Saturdays and Sundays noon to 6 p.m. It will also be open on Monday holidays and Thanksgiving. The snack bar will continue to be open and there will be Skate Park events in the fall. She said it will cost about \$1,000 per month to keep it open. They hope to come up with more ideas and will give another update in the fall.

REPORTS

1. ADVISORY BOARD MEMBER REPORTS

Director Brown said she was at Carmichael Park two weeks ago for the farmers market and was amazed at how busy the park was, with the softball tournament and disc golfers in the park as well. She said it was great seeing all the people using the park. Tracy Kerth said it would be very nice to have another outdoor restroom toward the front of the park for all those users.

2. STAFF REPORT

Staff Presentation:

Administrator Harrison

Tracy Kerth said the new Activity Guide is out now. Alaina Lofthus and Elizabeth Crisante are busy planning fall and winter programs. Saturday, September 17, is the Jan Park opening. This park opening is going to be big. Director Borman will be the Master of Ceremonies. There will be a free barbeque and walking tours as well. The next Saturday, September 24, will be the Founders Day celebration. This year they moved everything up front. The main stage and booths are out front. There will be a country fair theme and a car show.

Montessori is all moved in at La Sierra. They will be moving their offices over to the Gibbons wing. Everything is going well there. A new preschool is moved in as of September 1 in Room 170. The head of the school says she can take up to 40 children.

Keith Maddison said the main focus has been Jan Park. The turf was mowed today, the bricks and the two major donor plaques are installed. The play equipment is complete. They are doing the final site cleanup and are ready for the Grand Opening September 17.

Chairman Borman asked there had been any vandalism at the site. Keith Maddison said someone broke up two trees and pulled two more out of the ground. The neighbors are watching the site overnight, and there is no graffiti in the concrete because of this.

Director Brown said the park signs are beautiful. It's nice to see the neighbors involved.

Administrator Harrison said Jan Park has a natural theme. Now the neighbors are wondering about putting in a basketball court like they saw at O'Donnell. They are seeing it more as a park, not just as a natural area.

Ingrid Penney said her staff has updated the computer system with the classes from the new Activity Guide. They have been busy with fingerprinting and drug screening new employees for Bridges, Kids Hangout and sports. She said they provided revenue information to the County and met with County audit staff regarding District audit questions. District recently updated the cell phones to give access to email to serve the public better and communicate with each other – at no extra cost. The computer services have been updated, making wi-fi available for Clubhouse and John Smith Hall rentals. This will also allow for future expansion for the Kids Hangout. She has also been assisting Administrator Harrison with Foundation work. At a future Advisory Board meeting she will be bringing information about

providing internet services for the Kids Corner. She is now screening companies for potential supplemental insurance for employees.

Administrator Harrison asked the Advisory Board Directors if they would consider meeting for their next meeting on October 13 instead of October 20. He asked them to consider this and let the Board Clerk know by Monday, September 19. About three months ago, Mission Oaks hosted a meeting for the board members of Mission Oaks, Arcade Creek, and Carmichael Park Districts. Arcade Creek will be hosting the next quarterly meeting on October 6 at 5:30 p.m. at their district office. He asked the Advisory Board directors to let the Board Clerk know by next Monday if they will be able to attend that meeting.

Administrator Harrison said District staff has done a fantastic job on Jan Park. The Recreation Department staff is planning a great program for the Grand Opening. The Maintenance Division is doing an outstanding job. The contractor said District has "dynamite staff". Administrative staff has been working on paying the employees and all those bills. He said he was very proud of all District staff, and they all deserve recognition.

Director Brown said she knew it has been tough on all the District staff. The amount the staff has been producing in spite of all the budget cuts has been amazing, and the Advisory Board really appreciates their hard work.

NEW BUSINESS – None

UPCOMING EVENTS:

1. **Farmers Market Every Sunday** – 8am to 1 pm, Carmichael Park
2. **Jan Park Grand Opening** – Saturday, September 17th at 10 am
3. **Founders Day Celebration** – Saturday, September 24 from 11am – 3 pm, Carmichael Park Bandshell

FUTURE AGENDA ITEMS

1. **Revisions to District Policies and Fees**
2. **District Recreation Master Plan**
3. **Schweitzer Grove Update**
4. **Loan Agreement with Mission Oaks Park District**

TIME AND PLACE OF NEXT MEETING:

1. **Regular Meeting**
Proposed: Thursday, October 20 at 6:00 pm, Community Clubhouse #2 at Carmichael Park
This may be changed to October 13, 2011 at 6:00 pm at the Community Clubhouse.

ADJOURNMENT – The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Betty Phillips
Administrative Secretary

APPROVED BY:

ATTESTED BY:

KAREN BORMAN
CHAIRMAN OF THE BOARD

BETTY PHILLIPS
Administrative Secretary
Clerk of the Advisory Board of Directors