

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
APRIL 19, 2012 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, Rockenstein, and Safford
Directors Absent: Younger and Brown (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 –

Jerry Eppler – Maintenance Supervisor – Attended CPRS Conference recently. He said there were 4 aspects of the conference that inspired or enriched him as an employee: The conference tour, sessions, the expo, and the opportunity to meet with like employees. The tour included the San Joaquin Marsh and Wildlife Sanctuary, which featured naturally filtering ponds that eventually returned what had been waste water to the local bay and eventually the ocean as clean water. They also visited the Orange County Great Park (formerly the El Toro Marine Base), San Clemente Aquatic Center & Vista Hermosa Sports Park, and the Oasis Senior Center. He attended sessions on a wide variety of topics, from leadership topics to urban trail development and water conservation. He was able to interact with District vendors at the Expo and was able to resolve an issue there. It was also very valuable to meet others working in the same position and share problems and solutions.

Pat Rhine – Master Gardener at Jensen Botanical Garden presented copies of the annual report to the Advisory Board, highlighting work performed over the past year. She said they changed varieties in the raised bed. The bed may need new Braille signs if they work out. There are lots of things to touch and smell. Chairman Borman said she was impressed with the deer repellent. Pat Rhine said they are trying to save the roses from the deer. They made a little over \$1,300, at their recent plant sale. They would like to see changes in the irrigation and can put some money toward new sprinkler heads. They are starting work on a planned native plants bed and plan to add about 600 more tulips to the tulip bed. Jerry Eppler said CRPD maintenance is very thankful for what the Friends of Jensen group does at Jensen Garden.

CONSENT ITEMS:

1. **MINUTES**
March 14, 2012 – Budget Committee Meeting
March 15, 2012 – Regular Meeting
2. **FINANCIAL STATEMENT**
February 2012
3. **ACCOUNTS PAYABLE**
March 2012
4. **ACCOUNTS RECEIVABLE**
April 2012
5. **QUARTERLY ACTIVITY REPORT**
January through March, 2012

Motion 1

M: Safford S: Rockenstein – The Advisory Board voted to approve Consent Items 1 – 5.
Unanimous vote of those present

CORRESPONDENCE: Received and filed

March 20, 2012 – Joan Komaromi – Praise for Jan Park

NEWSPAPER ARTICLES: Received and filed

Carmichael Times – March 21, 2012 – Wall of Honor Gets Restored
Carmichael Times – April 11, 2012 – Carmichael Park's Easter Saturday Pleases All
Arden-Carmichael News – April 12, 2012 – Annual Breakfast and Easter Egg Hunt in Carmichael Park

ACTION ITEMS:

1. RESOLUTION #CP041912-01 SUPPORTING CHILDREN'S OUTDOOR BILL OF RIGHTS

Presentation

Administrator Harrison said the California Roundtable on Recreation, Parks and Tourism regularly puts forth initiatives. They have asked for a Board resolution in support of the California Children's Outdoor Bill of Rights. This initiative represents a list of experiences every child should have the opportunity to enjoy. The District doesn't offer every experience on the list, but other park and recreation agencies do. The California Roundtable is asking the Advisory Board for support of the initiative, with the only commitment being to provide what we can on the list.

Discussion

Chairman Borman asked how the District will put this initiative forward. Administrator Harrison said the Roundtable first wants to find out that there is enough support. Chairman Borman said everything on the list can be provided somewhere in the greater Carmichael area.

Motion 2

M: Rockenstein S: Safford – The Advisory Board voted to adopt Resolution CP041912-01 in support of the California Children's Outdoor Bill of Rights

Unanimous vote of those present

PRESENTATION ITEMS:

1. FY 2011-12 WORK PLAN UPDATE

Presentation

Administrator Harrison highlighted accomplishments including the FY 2012-13 Budget and the start of the District Tree Safety Mitigation Project. Planning for the Schweitzer Grove Nature Trail is now under way. A lot has been accomplished last quarter. Staff will bring the next report in June for FY 2012-13.

Discussion

Director Rockenstein asked why the Cardinal Oaks Redevelopment Plan was annotated as no longer needed. Administrator Harrison said it will not be done this fiscal year. The project may reappear next fiscal year.

Chairman Borman asked about the status of the volunteer dinner. Tracy Kerth said it was on hold but is still being considered.

2.* CRPD FOUNDATION BOARD MEETING REPORT

Presentation

Administrator Harrison said the CRPD Foundation exists to raise money for District programs and facilities. They meet quarterly, with the next meeting the end of June. Their latest meeting was April 13. They are considering taking the initiative on their own projects. They talked about the possibility of demolishing the old pool and discussed the Garfield House restoration. There is no existing fundraising effort for either project, and they are most interested in the Garfield House. Their next meeting will be held at the Garfield House so they can look at the merits of that project. District management staff will attend to cover various items planned for the agenda. They approved in concept a new scholarship for youth programs. Tracy Kerth will be providing more details about how that program would work and how the Foundation could be involved.

3.* SCHWEITZER TRAIL PROJECT (Maddison)

Presentation

Keith Maddison said that when the District removed disc golf from Schweitzer Grove it provided an opportunity for a trail project at the Nature Area. Staff is working with a consultant, Marilee Flannery, former manager of Effie Yeaw Nature Area. The draft trail plan should be ready for Staff review by mid May, with the second draft ready for Staff review the by end of May. There will be a public meeting on the site mid-June, with the Plan ready for the Advisory Board Facilities Committee in late June. The plan should be ready for the July 19 Advisory Board meeting. Implementation could be done by October 1, 2012. The project would include a handicapped access point and trail, with interpretive signs. Some capital items such as the fire access gate, concrete handicap access trail and bridge will require funding.

REPORTS

1. **ADVISORY BOARD MEMBER REPORTS –**

Director Safford said she participated in the Creek Week Junk and Gunk judging at Carmichael Park on April 14. She was amazed at what volunteers found and put together into a piece of “art”. She really enjoyed doing this again this year. There was a wonderful turnout, and Elizabeth Crisante did a great job of putting the Creek Week celebration together.

2. **STAFF REPORT**

Staff Presentation:

Tracy Kerth – The Activity Guide was mailed out. Director Safford stated that the Mission Oaks District inserts the guide in the Sacramento Bee. CRPD mails direct to all residents. Kerth is researching what it will take to change to a high-gloss cover to make it more eye-catching and upgrading the website. The guide also had a number of paid advertisers.

The weather held up for the Easter Egg Hunt and Creek Week celebrations. All the spring sports leagues have started and Staff is gearing up for the summer programs. The disc golf course is busy with players. The District will be offering disc golf classes for adults and kids this coming summer.

Kerth is also working on a long term lease for the Montessori preschool.

Keith Maddison – Maintenance staff continues to work on the 400 wing at La Sierra. They are trying to balance this with a really busy season. They are ahead of the curve on the remaining rooms. He sent out an RFP for play equipment at La Sierra and has selected Playcraft Direct as the contractor. They came in over \$10,000 under the budget and should break ground after July 4.

Other projects: Staff provided assistance to Mutter Putters to install disc golf baskets. They reinstalled shade sails at parks which had been taken down during winter. They had five sites for Adopt-a-Park Day on March 31. They averaged 8 people at each site, with low turnout due to rain. The project got rained out after it started. Staff is doing irrigation system checks and getting ready to power up for the season.

Ingrid Penney – The District received the loan funds from Mission Oaks Recreation and Park District. She said the District is now working on paying off the bridge loan in conjunction with payment of commissions due to Grubb and Ellis. Other projects Administrative Staff has been working on: The Preliminary Budget has been submitted using a new model and schedules. They are updating the program schedule and rates for online registration. She received the draft audit and completed management responses to their findings. They are working through personnel policies, hoping to bring them to the next Advisory Board meeting. They met with SureWest to look at improving communications at La Sierra by July. They are also looking at options for a new provider for post-offer, pre-employment physicals and drug/alcohol screening for potential new employees.

Administrator Harrison – He said that he and Debby Walker (District Administrator at Mission Oaks) served on an interview panel to select a prospective new District Administrator for the Sunrise Recreation and Park District. Two finalists were recommended to be sent to Supervisor Peters for the final decision. He is still serving on the County Parks Sustainability Committee, looking at fees and making recommendations for changes in the fee structure. There may be enough funds to install a shade sail over the picnic area at Jan Park and put in interpretive signs by native oak trees. The signs should be in by the end of summer. Supervisor Peters took the new County Executive on a tour of Patriots, O’Donnell and Jan Parks. She is very proud of these new parks and he was very impressed with each one.

NEW BUSINESS – None

UPCOMING EVENTS:

1. **Glamour Girl Party – Friday, May 11, 6:30-8:30 pm, ages 9-12 (\$25 per child), Carmichael Park Clubhouse**
2. **Movies in the Park (Dolphin Tale) – Friday, May 18, sunset, free admission, popcorn & shaved ice at Jan Park**
3. **Day of Peace, Health and Wellness Faire – Sunday, June 10, 10 am to 4 pm free admission at Carmichael Park**
4. **Community Band Fest – June 2 & 3, 1-7pm on Saturday, 11am-7pm on Sunday, Carmichael Park Band Shell, free admission**
5. **Community Concert - Capital City Pops – Sunday, June 10, 6:30-8:30pm, Carmichael Park Band Shell, free admission**

FUTURE AGENDA ITEMS

1. **Fees Policy**
2. **Personnel Policy**
3. **Foundation Recommendations**

Proposed: Discuss future agenda items and announce upcoming events of relevance or interest

TIME AND PLACE OF NEXT MEETING:

1. Regular Meeting

Proposed: Thursday, May 17, 2012 at 6:00 pm, Community Clubhouse #2 at Carmichael Park

ADJOURNMENT – The meeting was adjourned at 7:12 pm.

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