

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
APRIL 18, 2013 SPECIAL MEETING**

Directors: Arredondo-Carroll, Borman, Dax-Conroy, Rockenstein, and Younger

CALL TO ORDER: The special meeting of the Carmichael Recreation and Park District Advisory Board of Directors was called to order at 8:05 p.m. by Chairman Rockenstein.

ROLL CALL:

Directors Present: Arredondo-Carroll, Borman, Dax-Conroy, Rockenstein and Younger
 Directors Absent: None
 Staff Present: Harrison, Kerth, and Maddison
 Staff Absent: Penney – excused absence

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

By unanimous consent, Presentation 1, District Website Update, moved ahead of Action Items.

PRESENTATION ITEM:

1. DISTRICT WEBSITE UPDATE

Tracy Kerth introduced Cris Weber, art director, from Uptown Studios - the web designers for the new District website. Weber gave the Advisory Board a tour of the new website, which is currently still under construction. The new website will be very user friendly for Staff as well as the community. The site will also be ADA accessible.

ACTION ITEMS:

1. CARMICHAEL PARK CORNER REDEVELOPMENT PLAN

Presentation:

Harrison: Staff has been working with the County to make improvements to Carmichael Park as part of the Fair Oaks Boulevard widening project. When the “Great Wall of Carmichael” was installed at the park, County agreed to make future improvements along Grant Avenue to the Veterans Memorial Building.

Administrator Harrison referenced plans presented during the meeting. The project has been expanded to include redevelopment of the area in front of “the wall”. They will be installing large granite boulders in front of the wall, along with a real water feature. Staff will maintain the water feature. Another unique feature will be seat-boulders in the wall area for viewing the wall. This would encourage visitors to linger there and enjoy the wall. The plan also calls for landscaping the rear of the wall and up lighting the wall area as well; so the corner will be lit at night. There will be new sidewalks down Grant to the Veterans Building. Completion is planned for 2015 and will be paid for by a grant for the Fair Oaks Boulevard project.

Director Younger asked if the District will have to change the park’s right of way or easements. Administrator Harrison said no, the project has already obtained all their rights of way.

Administrator Harrison added that the Fair Oaks Boulevard project will also provide for underground utilities along Fair Oaks Boulevard, which will enhance the overall

look of the area.

Motion 1

M: Borman S: Younger – The Advisory Board voted to approve the development plan for the corner of the park and the agreement with the County for the District to maintain the water feature.

Unanimous vote

2. FY 2013-14 PRELIMINARY BUDGET

Harrison: Ingrid Penney was unable to be present because she is in the hospital. Penney did most of the work on the budget, with input from other Staff. He said she did a nice job of putting it together and providing the cover memo.

This is a Preliminary Budget. The Final Budget will be submitted in July. The Preliminary Budget includes funds for the Dog Park, Sutter Park, and former pool area projects.

Administrator Harrison noted that Staff has done without COLA's and some have had pay cuts. He said he is hoping the next fiscal year (FY 2014-15) will turn the corner and funds will be available to once again provide full pay and COLA's. Current staffing levels will be maintained, and FY 2013-14 will not require any further pay cuts, furloughs or layoffs.

Some items on the list were shown as "like to do's" if funds become available during the fiscal year.

Director Younger reminded the Board that funding for capital improvement projects can only be used for capital improvements. He said the Budget Committee went over this budget with a fine-toothed comb with Ingrid and Jack and they support it.

Public comment:

Lora Cammack from the Save Sutter Park group said they are still working to raise funds for Sutter Park and they appreciate seeing funds allocated for the park in the budget for next year. She also said their next fundraiser will be a Saturday "Paint Out" at Sutter Park on April 20 from 9 am to noon. Paintings will be for sale.

Motion 2:

M: Younger S: Conroy The Advisory Board voted to approve and recommend to the County Board of Supervisors the proposed Preliminary Budget for FY 2013-14, as presented, a total of \$3,996,048, a balanced budget.

Unanimous vote

3. USE OF FORMER POOL SITE

Kerth: Everyone wants to play on the new site when it is ready. Among others, Cap Valley Soccer wants to have Pee Wee Soccer there. The site will get a lot of use.

Maddison: Demolition and haul away are complete. All the old fencing is gone. About one third of the bollards are in. The site should be useable all summer.

Kerth said Staff is asking the Advisory Board to approve the site for pee wee soccer and other District activities.

Motion 3:

M: Conroy S: Carroll The Advisory Board voted to approve the former pool site for pee wee soccer and other District activities.

Unanimous vote

PRESENTATION ITEMS:

2. FY 2012-13 QUARTERLY WORK PLAN REPORT

Harrison: The key thing to see is all the completed items on the work plan report. The District has a very dedicated staff who all do a tremendous job. Staff is already working on a new Work Plan for the next fiscal year.

Administrator Harrison suggested that at the May meeting time should be set aside to discuss the new work plan with the Advisory Board.

The Board consensus was to plan to do this at the next Board meeting.

Administrator Harrison said Staff could have the final work plan in June for the next fiscal year.

UPCOMING EVENTS:

1. **Sunday Funday (soft launch)** – Sunday, May 5, 10 am -1 pm, Vets Hall Lawn – Free event
2. **Community Band Fest** – Saturday June 1, 12 – 5 pm, Sunday June 2, 11 am – 7 pm, Carmichael Park Bandshell
3. **Summer Concert Series Begins** – Sunday, June 9 at 6:30 pm – Cap City Concert Band – Bandshell

FUTURE AGENDA ITEMS

1. **Foundation Report Regarding Carmichael Park Improvements**
2. **District Administrator Contract**
3. **Preliminary Work Plan for FY 2013-14 (added by Chairman Rockenstein)**

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 16, 2013 at 6:00 pm, Community Clubhouse #2 at Carmichael Park

ADJOURNMENT – The meeting was adjourned at 9:05 pm.

Respectfully submitted,

Betty Phillips
Administrative Secretary

APPROVED BY:

ATTESTED BY:

MICHAEL ROCKENSTEIN
CHAIRMAN OF THE BOARD

BETTY PHILLIPS
Administrative Secretary
Clerk of the Advisory Board of Directors