

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
MAY 15, 2014 REGULAR MEETING**

Directors: Arredondo-Carroll, Borman, Dax-Conroy, Rockenstein, 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 Rockenstein.

ROLL CALL:

Directors Present: Arredondo-Carroll, Borman, Dax-Conroy, Rockenstein and Younger
Directors Absent: None
Staff Present: Smith, Kerth, Maddison and Penney
Staff Absent: None

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 –

Debra Desrosiers, non-resident - stated that the District financial statements had not been audited since 2010; expressed concerns about the Carmichael Park Master Plan with regard to the softball fields and the need for a splash park vs. spray park.

Brenda Mock, non-resident, affiliated with the Carmichael Canine Corral (dog park) – thanked the Advisory Board and staff for the work that has been performed to improve the dog park in Carmichael Park.

Brenda with Friends of Jensen Garden updated the time scheduled for the volunteer work day to 9 AM – 1 PM.

CONSENT ITEMS:

1. **MINUTES**
April 2, 2014 – Facility Committee Meeting
April 10, 2014 – Budget Committee Meeting
April 23, 2014 – Facility Committee Meeting

April 17, 2014 – Regular Meeting
April 24, 2014 – Special Meeting
2. **FINANCIAL STATEMENT**
March 2014
3. **ACCOUNTS PAYABLE**
April 2014
4. **ACCOUNTS RECEIVABLE**
May 2014

Motion 1

M: Younger S: Borman – The Advisory Board voted to: Approve Consent items 1 – 4 as presented.

Vote: Unanimous

CORRESPONDENCE:

Letter dated April 22, 2014 from California Association for Park & Recreation Indemnity (CAPRI) – congratulating our District on earning the Ted Winslow Safety Award as part of the Cycle XIII District Visitation Program.

Letter dated May 7, 2014 from Vincent Slavens, of Krause, Kalfayan, Benink, & Slavens, LLP – regarding the Proposed Carmichael Park Property Assessment

NEWSPAPER ARTICLES:

Carmichael Times – 4/17/14: Carmichael Community Update by Supervisor Peters
Carmichael Senior Citizens Club 45th Anniversary
Letter to the editor by Jim Baker
Clean Sweep for Creeks
Join the Fun! Annual Easter Egg Hunt and Pancake Breakfast
Carmichael Times – 4/24/14: Easter Festivities Pack Park

SPECIAL PRESENTATIONS: None

ACTION ITEMS:

1. PROCUREMENT CARD PROGRAM

Ingrid presented the Annual Compliance Review of the Carmichael Recreation and Park District for the period July 1, 2011 to February 28, 2014, reporting that no exceptions were noted in the report. She added that as dependent special district all financial transactions for the District are pre-audited by the County Department of Finance and included in the annual County-wide audit.

It was the consensus of the Advisory Board to receive and file the report

2. PROPOSED PARKS MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT ASSESSMENT (continued from April 17, 2014)

Administrator Smith introduced the item with background on the process used in compliance with the requirements for conduct of assessment proceedings. Susan Barnes from SCI Consulting Group announced the ballot tabulation results counted by an independent accounting firm, Carol Keane and Associates, CPAs. Results, as follows:

Total Number of Valid Ballots Processed:	<u>4,217</u>
Total Assessment Amount of Valid Ballots:	<u>\$226,652.83</u>
Total Number of "Yes" Votes Processed:	<u>2,267</u>
Total Assessment Amount of "Yes" Votes Processed:	<u>\$115,838.03</u>
Percentage of "Yes" Votes, unweighted:	<u>53.76%</u>
Total Percentage of "Yes" Ballots, Weighted by Assessment:	<u>51.11%</u>
Total Number of "No" Votes Processed:	<u>1,950</u>
Total Assessment Amount of "No" Votes Processed:	<u>\$110,814.80</u>
Percentage of "No" Votes, unweighted:	<u>46.24%</u>
Total Percentage of "No" Ballots, Weighted by Assessment:	<u>48.89%</u>
Total Number of "Invalid" Ballots Processed:	<u>40</u>
Total Assessment Amount of "Invalid" Ballots Processed:	<u>\$2,123.28</u>

Motion 2

M: Younger S: Carroll – The Advisory Board voted to receive the tabulation results and close the Public Hearing which was continued from the April 17 meeting. Approved.

Vote:

Ayes: Directors: Borman, Carroll, Conroy, Rockenstein and Younger
Noes: Directors: none
Abstain: Directors: none
Absent: Directors: none

Vote: Unanimous

3. **PROPOSED ADOPTION OF RESOLUTION - # CP05152014-01**

Administrator Smith stated that since a majority protest did not exist, the Advisory Board has acquired jurisdiction to order the levy of the assessment for FY 2014-15; recommended adoption of the Resolution # CP05152014-01.

Susan Barnes from SCI Consulting Group discussed next steps and informed on the mechanism of the assessment; that if approved, the Advisory Board would have the time and burden to evaluate and adopt the rate and budget for the assessment each year.

Public Comments

Lora Commack, resident – thanked the Advisory Board and staff for giving the Community an opportunity to vote and for providing the best services. She shared how uses District services – water aerobics when the pool was open, morning walks in Sutter Park (would like to see trails constructed), aerobic classes. Hoped that the Advisory Board would adopt the resolution.

Jack Harrison, resident – thanked the Advisory Board for an open and complete process - volunteers walked neighborhoods and participated in phone banks, resulting in the majority understanding and support for the assessment. Thanked the Advisory Board for the letting the property owners vote and encouraged the Board to approve the resolution and expedite the process to get the improvements made.

Barbara Safford, resident – thanked the Advisory Board; stated that businesses and residents will benefit from the assessment; urged support to adopt the resolution.

Sharon Doughty, resident – shared that she was excited and appreciated all the hard work and the value of improved parks to a neighborhood.

Barry Ross, resident – supported adoption of the resolution, indicated that as an employee of a neighboring district who has an assessment, they would be in dire straits without their assessment, having facilities deteriorate and crime increase. Offered congratulations and volunteered assistance with implementation in any way, i.e. budgeting, oversight committee, permit process.

Mike Marando, resident – said that he was sensitive to the District's years of hard work. He was looking for proper disclosure, such as the cost of the assessment for businesses and apartment owners because the assessment was sold on the concept of the \$45 residential rate, latte a month; said that the 51.1% weighted vote was benefited by the public agencies vote, to their credit the Carmichael Water District abstained.

Mike Skala, non-resident, Carmichael Soccer Club Manager – stated that hundreds of resident families and players are served through District facilities; felt that the District provided full disclosure; that while he is not normally in favor of taxes, that the much needed funds generated through the assessment will not be wasted. The Carmichael Soccer Club supported the funding measure and hoped that the Advisory Board adopts the resolution.

Brenda Mock, non-resident, Carmichael Canine Corral – disclosed that while she was not a District resident, she nonetheless volunteered with the funding measure; appreciative for all that staff has done; the assessment would provide funding for improved safe and attractive parks.

Rob Kerth, non-resident – although not a member of the District, he revealed what happened to his North Sacramento community; once fiscally healthy, vibrant and enthusiastic, and enjoyed a wonderful reputation, much like Granite Bay today. Then the merger into Sacramento occurred; sprinklers broke and not repaired, holiday decorations and parades stopped, pools closed, parks deteriorated, etc. As the buying power left, businesses left too. The District has an opportunity with the assessment. He urged the Advisory Board to learn from them about what happens when people stop investing in their community.

Beverly Scott, resident, Friends of Jensen Garden – indicated that the District adopted a District-wide Master Plan which identified improvements throughout the park system. Improvements included walking trails between Jensen Garden and Sutter parks. This area serves people with disabilities, senior citizens, and families. The assessment would provide the necessary funding for implementation. She volunteered at the Farmers Market; asked apartment dwellers to talk to their property owners about the assessment.

Ken Payne, non-resident, Sacramento Taxpayers Association (STA) – stated that the STA has retained Vincent Slavens, from Krauss, Kalfayan, Benink, & Slavens, LLP, to write a letter which exclusively supplements the STA's letter. This letter was presented to be read into the record. He highlighted points of the letter such as: the District's public campaign was deceptive and misleading regarding the assessment; that a full and transparent disclosure would have been important; that the assessment is procedurally and illegal violation of Proposition 218. These statements are not to discourage the District but to provide constructive criticism.

Jim Baker, resident – Because of pending litigation, questioned whether the legal issues should be settled before more funds are spent.

Steven Fishbein, business property owner within the District – expressed concern that from the very beginning that the assessment was \$45/year; that many of his properties would be assessment more and that it is not a short term but on-going assessment.

Ron Greenwood, resident – shared that he had been very active in the campaign; that the District sorely needs an assessment; that the STA threats and intimidation tactics are not right. The whole process of the campaign was to educate property owners about the assessment. He thanked Mr. Kerth for his remarks. He continues to support the assessment; as a realtor he has found it increasingly difficult to sell properties within the District with the draw to communities like Granite Bay and Roseville. As a Carmichael Water Board member, he clarified the Board's abstention from voting – that it wasn't that the Board didn't believe in it but that they have a standing policy to abstain. He hoped that the Advisory Board moves forward to adopt the resolution.

Peter Tateishi, resident – excited that property owners voted to support the assessment - Indicated that the process was fair and honest; that property owners had the right to vote on the funding measure; represented an opportunity to give back to the parks; not opposed by the County; encouraged the Advisory Board to adopt the resolution.

Pam Pinkston, resident – stated that those who question have the legal remedy to pursue it.

Advisory Board Discussion

Director Younger – In light of the threat of a lawsuit, questioned whether someone could address the process the District used.

Diane McElhern, Deputy County Counsel – responded that the issues were reviewed and concurred that the process was appropriate and has met all the legal mandates.

Chairman Rockenstein – indicated that the District has a responsibility to be good stewards; each year the assessment would be reviewed – whether it would be continued, CPI/no CPI; there would be a citizens' oversight committee which the District will organize, asking the public to apply. This long process began before 2007, arguably in the late 1990's, when the District identified the need for capital improvements funding.

Director Carroll – thanked everyone for their participation in the process and encouraged people to stay involved; that the District has been thoughtful and has listened; County Counsel has reviewed the process; over three times the District has surveyed for input and direction; the District has sought out and confirmed with other neighboring districts the standard and best practice for the process; the assessment includes a citizens' oversight committee, annual audit; the majority has spoken; the District has the authority and responsibility to certify.

Director Younger – questioned how many total ballots were received and the vote.

Susan, SCI Consulting Group – replied that 4,217 ballots were received; 2,267-Yes votes and 1,950- No votes.

Motion 3

M: Younger S: Borman – The Advisory Board voted to adopt Resolution CP05152014-01, approving the Engineer's Report, confirming the Diagram and Assessment, and ordering the levy of the Parks Maintenance and Recreation Improvement District Assessment for FY2014-15. Approved.

Vote:

Ayes: Directors: Borman, Carroll, Conroy, Rockenstein and Younger

Noes: Directors: none

Abstain: Directors: none

Absent: Directors: none

Vote: Unanimous

Chairman Rockenstein thanked the public for their attendance and participation; encouraged them to continue to participate in the process.

Director Carroll encouraged people to indicate their interest in serving on the citizens' oversight committee.

A person in the audience asked how they could get involved. Chairman Rockenstein replied that the District will need to define the process, any process would be open and application available online.

PRESENTATION ITEM: None

REPORTS

1. ADVISORY BOARD MEMBER REPORTS

Director Conroy reported that Girls Softball is going very well.

Director Borman reported that the Farmers Market participation is growing.

Director Carroll reported that the Food Trucks continue to be a wonderful and growing event; that parking is insufficient to meet demand.

2. STAFF REPORT

Tracy Kerth: Provided a Recreation update for May, as follows:

The Community Parking Lot Sale on May 3 was successful. Worked with the Carmichael Chamber of Commerce and Kiwanis Club of Carmichael. Sold over 50 booths and generated approximately 850 for the beautify Carmichael annual event.

Plans underway for our upcoming community band fest which will be held on May 31 and June 1. This is one of the largest community band festivals in the region.

Summer day camp is filling up with kids. Parents are planning out their summer schedules and we have lots of field trips, crafts, games, and activities planned to keep them busy.

Alaina had group interviews for summer staff and has completed hiring. We have 22 summer camp staff total this year (9 returners, 4 who work Bridges and now will work summer, and 9 new hires)

Alaina started a new program called Spring Youth Volleyball Clinics taught by Katie Hill (Varsity Volleyball coach at Del Campo H.S.) and Kristen Matthew (Junior Varsity Volleyball coach at D.C.). We averaged 45 kids a week and the program was on Friday evenings from 6pm – 7pm for 6 weeks!

Summer concert series will be starting June 8 with the opening of Jazz Music from the Speakeazy Jazz Orchestra.

Senior Softball has graciously agreed to help us replace bleacher boards throughout Carmichael park which they are currently working on. They are replacing about 9 boards total.

Elizabeth organized a new program called Olympic day scheduled for Monday, June 23 from 1-3pm which includes a meet and greet with the Volleyball Gold Medalist Gabe Gardner. He will also have a free clinic for kids 5-12

Diane Small with the Montessori Preschool is in need of more space for infant care which we are exploring some options.

Keith Maddison: Provided Maintenance Division Highlights for the period, as follows:

La Sierra Community Center

Water Main Repair: Staff repaired a leaking 2" water main that services the 700 Wing east. The leak was located under the asphalt.

Irrigation Repair: Staff replaced numerous malfunctioning irrigation heads and made extensive adjustments to systems throughout the Community Center.

Carmichael Park

Dog Park Construction Project: Staff completed the clearing, grubbing and demolition portion of the project. The contract portion of the project commenced and is nearing completion of phase one. The drainage system was installed and grading, concrete curbs, gutters and pad completed. Staff began installation of the irrigation systems. The contractor will finish the installation of the fencing fabric and bender boards when staff completes the installation of the irrigation system. The project is on schedule.

Irrigation Repair: Staff repaired two malfunctioning irrigation valves and made extensive repairs and adjustments to all irrigation systems.

Cardinal Oaks Park

Play Area: Staff restored a vandalized climbing apparatus on the play Equipment.

Del Campo Park

Water Main Repair: Staff repaired a leaking 2" water main and made adjustments to the irrigation system.

Graffiti Removal: Staff removed extensive graffiti multiple times from the play area and restroom building.

Glancy Oaks Park

Water Main Repair: Staff repaired a leaking 2-1/2" water main and made adjustments to the irrigation system.

O'Donnell Heritage Park

Water Main Repair: Staff repaired a 2" water main break and made adjustments to the irrigation system.

Shade Sail Installation: Staff completed the spring installation of the play area shade sails.

Patriots Park

Shade Sail Installation: Staff completed the spring installation of the play area shade sails.

Irrigation Repair: Staff made improvements and adjustments to the irrigation system.

Graffiti Removal: Staff removed graffiti multiple times from the play area and the utility enclosure.

District Wide

Fire Break Weed Abatement: Staff completed the annual fire break mowing at Del Campo Park, Jan Park, O'Donnell Heritage Park, Schweitzer Grove Nature Area, and Sutter Park.

Ingrid Penney: Reported on the following:

Funding Measure – staff provided support:

- Responding to media questions
- Providing information to property owners

Budget Calendar Update for FY 2014-15: Staff submitted the proposed preliminary budget for FY 2014-15 to County Staff. Upcoming dates:

- June 17 and 18 – Preliminary Budget Hearing with Sacramento County Board of Supervisors
- June 19 – Proposed Final Budget to Advisory Board
- August 21 – Ratification of Final Budget Adjustments
- September 10-12 – Final Budget Hearing with Sacramento County Board of Supervisors

Human Resource – Background screening of applicants for the summer program.

Submitted annual payment 2 of 5 on the loan from Mission Oaks RPD used to cover soft costs and improvement costs for tenant space at the La Sierra Community Center. All current debt obligations will be liquidated in FY 2016-17.

The board materials for the current meeting are now on the District website on the top of the Agendas & Minutes page. Subsequently, staff will post the materials for future current meeting within 72 hours of a regular meeting, replacing the previous packet.

NEW BUSINESS: None

UPCOMING EVENTS:

1. **Farmers Market** – held every Sunday, 9 am – 2 pm at Carmichael Park
2. **Taste of Carmichael** – Friday, May 16, 5 – 8 pm
3. **35th Annual Cactus & Succulent Show & Sale** – Saturday, May 17, 9 am – 4 pm; Sunday, May 18, 10 am – 3 pm
4. **Community Band Fest** - Saturday, May 31, 12noon – 5 pm & Sunday, June 1, 11am - 7pm at Carmichael Park
5. **Park Rec & Eat It** – held the first Thursday of each month, next date: June 5, 5 – 8 pm
6. **Summer Concert** - Sunday, June 8, 6:30 – 8:30 pm - Speakeazy Jazz Orchestra at Carmichael Park
7. **Summer Day Camps Start** - Monday, June 9 at La Sierra
8. **Summer Concert** - Saturday, June 14, 6:30 – 8:30 pm - Departure - A Journey Tribute Band at Carmichael Park
9. **Jensen Botanical Garden Workday** - Saturday, June 14, 9 AM – 1 PM
10. **Summer Concert** - Sunday, June 15, 6:30 – 8:30 - Swingmasters Big Band at Carmichael Park

FUTURE AGENDA ITEMS

1. **Quarterly Recreation Activity Report**
2. **Quarterly Work Plan** – Staff update
3. **Closed Session** – Public EE Performance Evaluation - District Administrator

TIME AND PLACE OF NEXT MEETING:

1. **Regular Meeting**
Proposed: Thursday, June 19, 2014 at 6:00 pm, Community Clubhouse #2 at Carmichael Park

ADJOURNMENT – The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Ingrid S. Penney,
Administrative Services Manager

APPROVED BY:

ATTESTED BY:

MICHAEL ROCKENSTEIN
CHAIRMAN OF THE BOARD

BETTY PHILLIPS
Administrative Secretary
Clerk of the Advisory Board of Directors