

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
FEBRUARY 19, 2015 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 6:00 p.m. by Chairman Rockenstein

ROLL CALL:

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

Directors Absent: Borman

Staff Present: Kerth, Maddison, and Penney

Staff Absent: Smith

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–

Lora Commack: resident. Ms. Commack expressed her appreciation to Staff and the Advisory Board on the outstanding community events and services being provided through the District including the Park Rec & Eat Food Truck and Farmers Market events. Ms. Commack stated she is also very pleased with the ongoing maintenance services performed at Sutter Park.

Jim Baker: resident. Mr. Baker asked for an update on the Carmichael Recreation and Park Foundation's donation pledge of \$2,000,000 to the District, made in FY 2013/2014. Mr. Baker requested to have the historical trend reports revised once the FY 2014/2015 year end revenues and expenditures are known.

Pam Banks: resident. Ms. Banks addressed the recent television news report about security issues at Carmichael Park. In the report, coaches with Carmichael Girls Softball shared concerns regarding the homeless, garbage and syringes from IV drug use in the dugouts and restrooms. She took issue with the District's comments that the tax funds approved by voters to pay for improvements and security patrol could not be used because the assessment is being challenged in court, stating that using the funds for 40 hours per week of security patrol would not make much of an impact.

CONSENT ITEMS:

1. **MINUTES**
December 18, 2014 – Regular Meeting
January 24, 2015 – Special Meeting, Advisory Board Retreat
2. **FINANCIAL STATEMENT**
November 2014
December 2014
3. **ACCOUNTS PAYABLE**
December 2014
January 2015
4. **ACCOUNTS RECEIVABLE**
January 2015
February 2015

Motion 1

M: Younger S: Dax/Conroy – The Advisory Board voted to approve the Consent Items 1 – 4, as amended presented.

Vote: Unanimous

CORRESPONDENCE: None

NEWSPAPER ARTICLES:

Arden-Carmichael News –

November 24, 2014: Holiday Magic Show

December 25, 2014: Free Nutrition Classes; Park Rec and Eat It! Food truck event.

Carmichael Times –

December 25, 2014: Announcements & Events: Boys/Girls Pee Wee Basketball, Park Rec and Eat It! Food Truck Event

January 9, 2015: NCA Aspiring Artist Debut 2015 (Sac Fine Arts Center), Shades of Carmichael, Announcements & Events; Kidz Love Soccer Program

January 16, 2015: Announcements & Events; Kidz Love Soccer Program

January 23, 2015: Great Wall to Inspire Corridor Landscaping

January 30, 2015: Announcements & Events; Babysitting Safety Class, Dr. Seuss Birthday Party

SPECIAL PRESENTATIONS:

1. Carmichael Girls Softball – presentation about their program.

Kerth introduced Chris Farell, President of Carmichael Girls Softball League. Farell made a presentation about their program, entering its 46th year with 310 participants, a 15% increase over last year's enrollment. Opening day for the league will be on March 14 at 9:00 a.m. Opening ceremonies will include a float parade and celebration, with official game play starting at 11:00 a.m. at Carmichael Park.

Farell reported that they will be offering a new Jr. Umpire training program available to players who have aged out of the league; providing training, paid employment opportunities, and leadership skills.

Farell advised that the Sheriff's Department attended the Association's December meeting to provide feedback on safety issues.

The Association has implemented measures to ensure fields and surrounding areas are safe for practice and game play, checking the fields and area to clear any security issues, contacting Sheriff's Department for assistance, as needed; moving to another field when necessary.

Farell stated the Association is considering holding a fundraiser to provide additional security services during practice and game play.

Farell expressed appreciation for the District and the Sheriff's Department assistance and support provided.

Maddison reported on the current policy and procedures being used now to address current security issues, as well as the limitations of the District for enforcement within a public area, and future goals to help resolve the ongoing, area wide security issues.

Director Dax-Conroy, Arredondo-Carroll and Younger all thanked Farell for his cooperative attitude, enthusiasm and outstanding service to the Carmichael Girls Softball Association and the community.

REPORTS:

1. ADVISORY BOARD MEMBERS REPORT

Advisory Board Members reported on activities of interest to the District.

Director Dax-Conroy commented that the monthly food truck event continues to be very popular and well received within the community.

Director Arredondo reported that she is happy to see so many families utilizing Jan Park on the weekends for parties and other special community/family related events. She is pleased to see the community enjoying their park space.

2. STAFF REPORT

Staff reported on current District operations, projects, and events for January and February 2015.

Tracy Kerth:

Spring/Summer 2015 Activity Guide

Staff was almost finished with the spring/summer 2015 activity guide and hopes to have the new guide mailed out to all District residents within the next two weeks.

La Sierra C.C. Tenant/Lease Update

Kerth is working on an updated status report for the Advisory Board regarding the La Sierra Community Center leases.

La Sierra C.C. Facility Update

Kerth reported that mobile home trailer at the La Sierra site has been vacated. A letter has been sent requesting that the trailer be moved by the end of February.

Carmichael Little League Update

Kerth reported that many of the needs and concerns identified by Carmichael Little League, during their facility walk through with District Staff in December 2014 have been completed. Staff will continue to facilitate improved communications and a more effective working relationship with Carmichael Little League moving forward.

Kids Hang Out

Kerth advised the floor painting project in the Kids Hang Out has been completed.

Youth Sports

Kerth provide updated participation statistics on the Pee Wee, Middle School Girls, Elementary Boys and Girls basketball teams.

Keith Maddison:

La Sierra Community Center

HVAC unit - Staff replaced a 28 year old HVAC unit on the 700 wing.

Concrete tripping hazards – Resolved most concrete tripping hazards throughout the community center by grinding down lifts in cement and replacing 12' section walkway adjacent to Suite 835

Removed material from the upper roof section at Villarreal Gym and replaced the deteriorated sheeting and fascia boards. New metal roof installation is scheduled to begin the week of February 23.

Emergency exit signage - Replaced six emergency exits lights batteries throughout the center parking lot.

Carmichael Park

Removed cabinets from table and chair storage area from Veterans Hall.

Patched numerous pot holes through-out the parking lot and road ways.

Canine Corral -Installed new LED light at the Canine Corral area.

Holiday display -Removed holiday tree and display decorations.

Park Signage - Replaced park signs throughout area to be compliant with updated ordinances to aid in park enforcement.

Rose Bed Restoration - Eppler provided an update to the Advisory Board regarding the rose bed restoration. Ongoing maintenance and upkeep has been performed by six District volunteers. One volunteer, Betty Ann Cassina, has consistently gone above the call of duty by pruning and caring for the roses over the past five years and generously purchasing with her own funds the roses, amendments, fertilizer and other supplies to ensure the rose bed is well maintained. Ms. Cassina has shied away from receiving any public recognition for her outstanding community service to the District.

In order to honor Ms. Cassina's request to remain anonymous, the Advisory Board asked Staff to draft a letter of appreciation to Ms.Cassina for her outstanding service and dedication to the District.

Bird Track Park

Staff replaced the lumber on a heavily vandalized park bench.

Jensen Botanical Gardens

Staff replaced a ruptured 2' water main, upgraded the water service at the residence, replaced 35 year old water heater, and installed a new kitchen faucet.

Sutter/Garfield Park Project

Staff continued park site clean-up and tree project associated with the park improvement plan. Completion expected within the next two weeks.

Glancy Oaks Park

Staff repaired a leaking 2" water line within the irrigation booster pump assembly. Staff also removed 5 of the 9 diseased trees infested with mistletoe.

District Wide

Cal Fire Grant - Staff working on site walk-throughs and scheduling training with the Contractor, to complete grant requirements.

Sheriff's Work Program

A total of 9 buses assisted with the park clean up at Carmichael, Glancy Oaks, Sutter parks, the Garfield Property and the La Sierra Community Center.

Ingrid Penney:

MORPD Loan Repayment

Penney reported that the third of five annual loan payments have been processed.

Cal Fire Grant

In accordance with the Cal Fire grant, staff has ordered three tablets with accessories to support software used for district wide tree inventory.

Budget Preparation for FY 2015/2016

Staff has started the first phase of the budget preparation process for FY 2015/2016 due to County Staff May 1.

ACTION ITEMS:

1. ADVISORY BOARD/STAFF RETREAT (Penney)

Penney presented a recap report of the January 24, 2015 Advisory Board retreat. Staff appreciated the opportunity to discuss current and future trends, facility and maintenance service needs, tenant leasing information, recreation fee recovery issues, and budget restraints currently facing the District at this time. At the retreat, Staff asked the Advisory Board to provide direction on policies and prioritizing future needs.

Chairman Rockenstein stated that he felt that the information provided was very informative and detailed, enabling the Advisory Board to provide feedback to consider priorities moving forward.

Director Younger complimented staff on the time and detail devoted, to facilitate a review and discussion of the future direction of the District.

Chairman Rockenstein asked for public comment regarding the recap of the Advisory Board special meeting report presented. – No public comments or questions were made.

Motion 2

The Advisory Board unanimously agreed to receive and accept the Special Meeting Advisory Board Retreat Recap Report of January 24, 2015 as presented.

Vote:

Ayes: Directors Arredondo, Dax-Conroy, Younger and Chairman Rockenstein.

Nays: Directors: None

Abstain: Directors: None

Absent: Directors: Director Borman

PRESENTATION ITEMS:

1. FY 2014/2015 MID YEAR BUDGET STATUS REPORT

Penney presented highlights of the Mid-Year Budget Status Report for FY 2014-15. Staff anticipates having sufficient funds to meet obligations for FY 2014-15. Staff continues to monitor accounts. The Advisory Board received, accepted and approved report as presented.

NEW BUSINESS: None

UPCOMING EVENTS:

1. Dr. Seuss's Birthday Party - Saturday, February 28 10 AM-12 PM at La Sierra C.C.
2. Food Trucks – Thursday, March 5, 5 – 8 PM at Carmichael Park
3. Ukrainian Egg Decorating – Saturday, March 14 9:30-11:45 a.m. Introductory Class, 1-3:30 p.m. The Next Step; both workshops are at Carmichael Park.

FUTURE AGENDA ITEMS

1. Informal Bidding Policy/Procedures
2. Activity Report

TIME AND PLACE OF NEXT MEETING:

1. The next regular meeting of the Advisory Board is scheduled for Thursday, March 19, 2015 at 6:00 pm, Community Clubhouse #2 at Carmichael Park.

ADJOURNMENT - The meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Christie Marks
Administrative Secretary/Clerk of the
Advisory Board of Directors

APPROVED BY:

ATTESTED BY:

MICHAEL ROCKENSTEIN
CHAIRMAN OF THE BOARD

CHRISTIE MARKS
Administrative Secretary/
Clerk of the Advisory Board of Directors