

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
JUNE 18, 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 6:04 pm by Chairman Rockenstein

ROLL CALL:

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

PLEDGE OF ALLEGIANCE– Cub 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–

Bob Kerr: - Mr. Kerr wanted confirmation that the skate park is included in future plans for the District, and would be funded, even though it was not specifically mentioned in the Engineer's Report. Chairman Rockenstein clarified that while the Engineer's Report does not list the skate park under the initial list of projects funded by the Assessment, it is included in the Master Plan for Carmichael Park; funding has not yet been addressed. The Engineer's Report does include a general description of eligible uses for the tax proceeds. Mr. Kerr asked if he could participate in the planning process of the skate park once the project was moving forward. The Board agreed and stated they would appreciate Mr. Kerr's input and assistance.

Pam Banks: - Ms. Banks thanked staff for response to her questions. She stated that Administrator Smith should have recused himself from completing the Proposition 218 ballot for the Capra Park property. Ms. Banks commended the Neighborhood Park Association for Jan Park and complimented the group on their ongoing efforts to enhance Jan Park. Ms. Banks approved of having a caretaker maintain Capra Park until the District is ready to develop the area. Ms. Banks read a portion from the minutes of the August 15, 2013 Advisory Board meeting, as follows:

"Foundation President Peter Tateishi gave an update on their research about whether a capital campaign would be profitable. They just completed the research process by Ansbach and Associates. Their question was what the community would support. The first round of the process identified about 40 individuals in the community who might be major donors. That round was positive enough to do a second process of having small gatherings of community individuals who might be major donors. The outcome was that most of those asked were not big on having or paying for a pool that the District might not be able to sustain. They were more interested in improving what's currently in the park and park security. The maximum contributions would probably be about \$2 million."

Ms. Banks asked the Advisory Board for an update on the status of the \$2 million dollar donation discussed at the 8/15/2013 Advisory Board meeting.

Pam Pinkston: - Ms. Pinkston addressed the grass area at Bird Track Park, concerned that it had gone completely brown while portions of the grass areas at Patriots Park remained green. She requested that the District provide equal water allotments for each park in order to keep all grass areas within the District in comparable condition.

Anne Berner: - Ms. Berner reported she is a member of the Community Garden. She appreciates the opportunity that the Community Garden offers to grow their own food, donate food to local food banks and provide an excellent opportunity to build friendships and recreate with other members of the community. Ms. Berner reported that the Community Garden is in need of a new fence which cannot be replaced at this time due to lack of funding.

Penny Hanscom: - Ms. Hanscom felt that the 55 garden plots at the Community Garden did not provide enough gardening space to serve the 61,762 residents of Carmichael.

Peggy Berry: - Ms. Berry stated the Carmichael Recreation and Park District needs funds to be able to effectively maintain District parks and facilities and preserve the quality of life in the community. Ms. Berry thanked the District for the hard work and outstanding efforts to continue operating and maintaining parks and facilities with minimal funding, along with the recent request by the Water District to cut back water use by an additional 36%.

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
JUNE 18, 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 6:04 pm by Chairman Rockenstein

ROLL CALL:

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

PLEDGE OF ALLEGIANCE– Cub 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–

Bob Kerr: - Mr. Kerr wanted confirmation that the skate park is included in future plans for the District, and would be funded, even though it was not specifically mentioned in the Engineer's Report. Chairman Rockenstein clarified that while the Engineer's Report does not list the skate park under the initial list of projects funded by the Assessment, it is included in the Master Plan for Carmichael Park; funding has not yet been addressed. The Engineer's Report does include a general description of eligible uses for the tax proceeds.

Mr. Kerr asked if he could participate in the planning process of the skate park once the project was moving forward. The Board agreed and stated they would appreciate Mr. Kerr's input and assistance.

Pam Banks: - Ms. Banks thanked staff for response to her questions. She stated that Administrator Smith should have recused himself from completing the Proposition 218 ballot for the Capra Park property. Ms. Banks commended the Neighborhood Park Association for Jan Park and complimented the group on their ongoing efforts to enhance Jan Park. Ms. Banks approved of having a caretaker maintain Capra Park until the District is ready to develop the area. Ms. Banks read a portion from the minutes of the August 15, 2013 Advisory Board meeting, as follows:

"Foundation President Peter Tateishi gave an update on their research about whether a capital campaign would be profitable. They just completed the research process by Ansbach and Associates. Their question was what the community would support. The first round of the process identified about 40 individuals in the community who might be major donors. That round was positive enough to do a second process of having small gatherings of community individuals who might be major donors. The outcome was that most of those asked were not big on having or paying for a pool that the District might not be able to sustain. They were more interested in improving what's currently in the park and park security. The maximum contributions would probably be about \$2 million."

Ms. Banks asked the Advisory Board for an update on the status of the \$2 million dollar donation discussed at the 8/15/2013 Advisory Board meeting.

Pam Pinkston: - Ms. Pinkston addressed the grass area at Bird Track Park, concerned that it had gone completely brown while portions of the grass areas at Patriots Park remained green. She requested that the District provide equal water allotments for each park in order to keep all grass areas within the District in comparable condition.

Anne Berner: - Ms. Berner reported she is a member of the Community Garden. She appreciates the opportunity that the Community Garden offers to grow their own food, donate food to local food banks and provide an excellent opportunity to build friendships and recreate with other members of the community. Ms. Berner reported that the Community Garden is in need of a new fence which cannot be replaced at this time due to lack of funding.

Penny Hanscom: - Ms. Hanscom felt that the 55 garden plots at the Community Garden did not provide enough gardening space to serve the 61,762 residents of Carmichael.

Peggy Berry: - Ms. Berry stated the Carmichael Recreation and Park District needs funds to be able to effectively maintain District parks and facilities and preserve the quality of life in the community. Ms. Berry thanked the District for the hard work and outstanding efforts to continue operating and maintaining parks and facilities with minimal funding, along with the recent request by the Water District to cut back water use by an additional 36%.

Director Younger asked for a brief status of the pending lawsuit. Administrator Smith advised that lawsuit challenging the Assessment process is scheduled for hearing on October 2, 2015. Director Younger asked Administrator Smith to advise of the status of taxes already collected through the Assessment. Administrator Smith advised that all funds collected are being held in the fund and will not be spent by the District until a final resolution of the case has been completed.

Director Younger confirmed with Administrator Smith that County Counsel has advised the District to move forward, continuing with the Assessment.

Public Comments –

Lora Commack: - Ms. Commack reported that she voted in favor of the Assessment and complimented District staff on its ability to continue to provide park and recreation services with little funding. Ms. Commack is looking forward to final resolution of this matter, in order to provide the funds required to provide the much needed maintenance and facility enhancements to better serve the community.

Lisa Mattos: - Ms. Mattos expressed her support for the Assessment and the importance of keeping open space in the community. Ms. Mattos felt the Assessment tax paid by the community is well worth the investment for improvement of services that the community will receive. She encouraged the Advisory Board to continue the Assessment and to pursue the legal action needed to resolve the matter.

Penny Hanscom: – Ms. Hanscom questioned what expenses the District would be responsible to pay for SCI's services and the legal services incurred as a result of this legal action. Administrator Smith confirmed that the District is legally responsible to pay for any services incurred to defend the District, regardless of the final outcome of the lawsuit. Susan Barnes stated that her organization realizes the financial position the District is facing at this time, and advised SCI would not be billing the District for their services until the lawsuit is resolved.

Director Arredondo-Carroll stated that the community approved the Assessment and that the District has followed due diligence throughout the process, including County Counsel review. Based on this information, she felt that the District should stay the current course of action to continue the Assessment.

Motion 2

M. Younger S. Borman, the Advisory Board adopted Resolution #CP6182015-01; Resolution Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Continued Assessments for FY 2015-16.

Vote: Unanimous 5/0/0/0

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

Noes: Directors: None

Abstained: Directors: None

Absent: Directors: None

UPCOMING EVENTS:

1. Park Rec & Eat It Food Truck Event – Thursday, July 2, 5-9 pm at Carmichael Park
2. Carmichael's Gala Parade & Annual Fireworks Show – Saturday, July 4 – Parade 10:30 am; Fireworks at 7:00pm at La Sierra Community Center
3. Movies in the Park, Friday, July 10, at Mission North Park and Friday, July 24, at Carmichael Park – at Sunset.
4. Summer Concerts in the Park – at Carmichael Park: June 21, Swing Masters, Big Band; June 27, Ma Barker Band, Classic Rock; June 28, Elvis & the Experience; July 5, Metro Swing; July 11, Todd Morgan & the Emblems, 50's Rock; July 12, Bad Catz, Rhythm and Blues
5. Kids Carnival Night – Thursday, July 16, 6:15-8:15 pm at La Sierra Community Center

Youth Sports Collaborative Committee

Local recreation districts including Sunrise, Orangevale, Folsom, Rocklin, and Roseville have formed a committee to share resources and information pertaining to youth sports.

Keith Maddison:

La Sierra Community Center

HVAC Repairs: Repaired HVAC units in Suites 405 and 535.

Fire Dampers: Repaired fire dampers in Suites 815, 820, and 825

Irrigation Repairs: Replaced 2" irrigation valve. Staff also completed numerous repairs and adjustments to irrigation system throughout the center

Tree Pruning: Raised tree canopies in the July 4th celebration area

Herbicide Spraying: Performed herbicide applications throughout site

Kids Hangout Roof Repairs: Applied roof coating to problem area over the Kids Hangout media room.

Golf Cart: Replaced rear axle hub on custodial golf cart

Carmichael Park

Irrigation Repair: Completed numerous repairs and adjustments to irrigation system throughout park

Herbicide Spraying: Performed herbicide applications throughout site.

Play Equipment Repairs: Repaired broken slide near the Band Shell.

Band shell: Restored vandalized lighting at the Band Shell structure

Tree Pruning: Raised tree canopies throughout the park

Cardinal Oaks Park

Tree Removal: Removed large Locust tree and trimmed trees throughout the park.

Jensen Garfield

Irrigation Repairs: Replaced irrigation controller. Replaced a 15' section of 2" water main, and added two isolation valves. Staff also completed numerous irrigation repairs throughout the park

Del Campo Park

Irrigation Controls: Replaced entire irrigation control system, damaged due to lightning strike last month. The Weathermatic Company kindly supplied CRPD with new web based programmable irrigation software and equipment, and are allowing CRPD to test the reliability of the system, for one year, at no charge to the District

Irrigation Repair: Staff completed numerous repairs to the irrigation system throughout the park.

Graffiti Removal: Removed graffiti from rest room building on multiple occasions

Glancy Oaks Park

Basketball Courts: Restored vandalized basketball back stop and replaced two basketball hoops

Director Younger asked Maddison for specific information regarding park watering cycles. Maddison reported staff is trying to strike a balance to evenly distribute water throughout the District; however, the main concern is how to ensure that the trees in the District are properly watered and maintained. Staff is working on a plan to effectively "hand water" the 8,000 trees in our District.

Jan Park

Graffiti Removal: Removed a significant amount of graffiti from the sidewalks on multiple occasions

O'Donnell Heritage Park

Irrigation Repairs: Completed numerous repairs to the irrigation system throughout the park.

District Wide

Sheriff's Work Program: The District received the service of 3 buses during reporting period. Labor was utilized for park cleanup at Cardinal Oaks and Del Campo Parks and Jensen Botanical Garden.

Ingrid Penney:

Preliminary Budget Update

Penney reported the FY 2015-2016 Preliminary Budget hearings were held by the County of Sacramento earlier in the week. The Final Budget for FY 2015-16 will be proposed at the next Advisory Board meeting in July 2015.

FY 2014-2015

Staff is currently working on year-end closing for FY 2014-2015

Administrative Staff Relocation

On June 29, 2015, Gaye Massey, the Secretary/Receptionist, will be moving from the La Sierra Community Center (LSCC) to the District Office, to provide additional customer service support. Christie Marks, Administrative Secretary/Clerk of the Board Staff, will move to the back office, to concentrate on providing administrative support to the Advisory Board, District Administrator and Management team. Regina Cruz-Quevedo, Secretary/Receptionist, will continue to provide customer support at LSCC. Sharon Reneau and Ty Campbell will continue in their current roles at the District office

IT Services Update

Staff upgraded fiber optic services at the District Office and LSCC. As a result of the upgrade in services, monthly service fees paid by CRPD will decrease. The upgrade in services also allows CRPD's ability to access and receive a higher level of download/upload speed, not available under the previous service contract.

IT Equipment Update

Staff is planning on replacing two servers at the District Office in July 2015. Staff also purchased one additional CPU for the District Office, needed to facilitate the recent administrative staff relocation. Staff also the increased data storage on the District website from 5GB to 10GB.

Tarry Smith:

CRPD Foundation Board Update

Administrator Smith advised that the CRPD Foundation Board is starting a fundraising campaign to help cover the cost of the District's annual July 4th fireworks show, through outreach at the Summer Concert in the Park and Farmers Market events.

Water Reduction Update

Staff has starting cutting back irrigation services in accordance with recent water conservation guidelines. Staff has also checked and repaired all irrigation issues to ensure maximum water conservation efficiency.

ACTION ITEMS:

1. CARMICHAEL RPD PARKS MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT (PUBLIC HEARING) (Smith)

Staff recommended that the Advisory Board Adopt Resolution CP6182015-01 approving the Engineer's Report, confirming diagram and assessment and ordering levy of continued Assessments for FY 2015-16 for the Carmichael Recreation and Park District Parks Maintenance and Recreation District.

SCI acquired and validated the updated and current real property information, recalculated the benefit assessment levies for all parcels with changes, and assisted with the development of a budget for the assessment and preparation of an updated Engineer's report.

The Draft Engineer's Report was presented on May 21, 2015 to the Advisory Board for review. No changes were made to the report even though there was a slight increase in CPI and the Advisory Board adopted Resolution #CP05212015-01, a resolution of intention to continue assessments for FY 2015-16, preliminarily approving the Engineer's Report and providing notice of hearing.

At this noticed public hearing, all persons interested in being heard had the opportunity to address items related to the levy of the continued assessments.

Administrator Smith advised that Susan Barnes, from SCI Consulting Group, was in attendance to address Advisory Board or public questions or comments regarding Resolution #CP06182015-01.

Director Younger asked for a brief status of the pending lawsuit. Administrator Smith advised that lawsuit challenging the Assessment process is scheduled for hearing on October 2, 2015. Director Younger asked Administrator Smith to advise of the status of taxes already collected through the Assessment. Administrator Smith advised that all funds collected are being held in the fund and will not be spent by the District until a final resolution of the case has been completed.

Director Younger confirmed with Administrator Smith that County Counsel has advised the District to move forward, continuing with the Assessment.

Public Comments –

Lora Commack: - Ms. Commack reported that she voted in favor of the Assessment and complimented District staff on its ability to continue to provide park and recreation services with little funding. Ms. Commack is looking forward to final resolution of this matter, in order to provide the funds required to provide the much needed maintenance and facility enhancements to better serve the community.

Lisa Mattos: - Ms. Mattos expressed her support for the Assessment and the importance of keeping open space in the community. Ms. Mattos felt the Assessment tax paid by the community is well worth the investment for improvement of services that the community will receive. She encouraged the Advisory Board to continue the Assessment and to pursue the legal action needed to resolve the matter.

Penny Hanscom: – Ms. Hanscom questioned what expenses the District would be responsible to pay for SCI's services and the legal services incurred as a result of this legal action. Administrator Smith confirmed that the District is legally responsible to pay for any services incurred to defend the District, regardless of the final outcome of the lawsuit. Susan Barnes stated that her organization realizes the financial position the District is facing at this time, and advised SCI would not be billing the District for their services until the lawsuit is resolved.

Director Arredondo-Carroll stated that the community approved the Assessment and that the District has followed due diligence throughout the process, including County Counsel review. Based on this information, she felt that the District should stay the current course of action to continue the Assessment.

Motion 2

M. Younger S. Borman, the Advisory Board adopted Resolution #CP6182015-01; Resolution Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Continued Assessments for FY 2015-16.

Vote: Unanimous 5/0/0/0

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

Noes: Directors: None

Abstained: Directors: None

Absent: Directors: None

UPCOMING EVENTS:

1. Park Rec & Eat It Food Truck Event – Thursday, July 2, 5-9 pm at Carmichael Park
2. Carmichael's Gala Parade & Annual Fireworks Show – Saturday, July 4 – Parade 10:30 am; Fireworks at 7:00pm at La Sierra Community Center
3. Movies in the Park, Friday, July 10, at Mission North Park and Friday, July 24, at Carmichael Park – at Sunset.
4. Summer Concerts in the Park – at Carmichael Park: June 21, Swing Masters, Big Band; June 27, Ma Barker Band, Classic Rock; June 28, Elvis & the Experience; July 5, Metro Swing; July 11, Todd Morgan & the Emblems, 50's Rock; July 12, Bad Catz, Rhythm and Blues
5. Kids Carnival Night – Thursday, July 16, 6:15-8:15 pm at La Sierra Community Center

FUTURE AGENDA ITEMS

1. FY 2015-16 Final Budget for General Fund and Assessment
2. Water Conservation Management Plan

TIME AND PLACE OF NEXT MEETING:

1. The next regular meeting of the Advisory Board is scheduled for Thursday, July 16, 2015 6:00 pm, Community Clubhouse #2 at Carmichael Park.

ADJOURNMENT - The meeting was adjourned at 7:00 p.m.

Respectfully submitted,

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

APPROVED BY:



MICHAEL ROCKENSTEIN
CHAIRMAN OF THE BOARD

ATTESTED BY:



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