

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
JULY 16, 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: Carroll, Borman, Conroy and Rockenstein
Directors Absent: Younger
Staff Present: Smith, Penney, Kerth and Maddison
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 –

Ned Fox/James Warrick: - Mr. Fox and Mr. Warrick presented Tracy Kerth with the Elks Grand Lodge Distinguished Citizenship Award for 2014-2015.

Bob Kerr: - Mr. Kerr addressed the board regarding a skate park for Carmichael Park.

CONSENT ITEMS:

1. **MINUTES**
June 18, 2015 – Regular Meeting
2. **FINANCIAL STATEMENT**
May 2015
3. **ACCOUNTS PAYABLE**
June 2015 will be provided at next meeting – August 20, 2015
4. **ACCOUNTS RECEIVABLE**
July 2015
5. **AUTHORIZED SIGNATURE & PAYROLL/WARRANT PICK UP LIST FOR DISTRICT DOCUMENTS**
FY 2015-16

Jim Baker: - Mr. Baker made inquiry about the May 31, 2015 Financial Statement.

Motion 1

M: Carroll **S:** Borman - The Advisory Board voted to approve Consent Items 1 – 5 as presented. **Absent:** Director Younger
Vote: 4/0/0/1

CORRESPONDENCE: None

NEWSPAPER ARTICLES:

Carmichael Times –

- June 12, 2015:** *Newspaper Article: Ompha-Fest Serenades Park Announcements and Events: Summer Day Camp Registration and Summer Concerts*
- June 19, 2015:** *Announcements and Events: Summer Day Camp Registration and Summer Concerts*
- June 26, 2015:** *Newspaper Article: Carmichael's 4th of July Salute to America's Patriots Announcement and Events: Summer Concerts and 4th of July Festivities in Carmichael*

July 3, 2015: *Newspaper Article: Salute America's Patriots on Independence Day*
Newspaper Article: Carmichael Community Update by County Supervisor Susan Peters
Newspaper Article: Summer Concerts in the Park 2015
Announcements and Events: Summer Concerts and 4th of July Festivities in Carmichael

SPECIAL PRESENTATIONS: None

REPORTS:

1. ADVISORY BOARD MEMBERS REPORT

Director Conroy and Chairman Rockenstein reported that the CRPD 4th of July fireworks and celebration was a very enjoyable event.

Director Borman reported visiting the Olympic Day celebration.

Director Carroll reported she completed a walk thru of Cardinal Oaks Park.

Chairman Rockenstein reported he would like the District find a sponsor for future firework celebrations.

2. STAFF REPORT

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

Recreation Services Division

Tracy Kerth, CRPD Recreation Services Manager, provided updates to the board regarding the 4th of July celebration, 2015 Summer Concerts in the Park series, summer day camp programs, and the production of the 2015/16 Fall/Winter Activity Guide.

Park & Facility Services Division

Keith Maddison, CRPD Parks Services Manager, provided an update to the board regarding park and facility maintenance services completed during July 2015.

Administrative Services Division

Ingrid Penney, Administrative Services Manager reported that staff work has been completed on the FY 2014/15 budget close out and that FY 2015/16 final budget proposals would be presented in August 2015.

District Services Division

Tarry Smith, District Administrator provided updates to the board on the status of hiring for the Recreation Supervisor position and Cardinal Oaks Park lighting and safety project plans.

ACTION ITEMS:

1. WATER CONSERVATION AND RECOMMENDED PARK MAINTENANCE WATER MANAGEMENT PLAN (Administrator Smith)

Staff's Water conservation and Recommended Park Maintenance Water Management plan identified the recommended water use restrictions to meet the CWD requirements based on the required January – June 2013 baseline. Each park has been evaluated to determine priority for irrigation by category. Representatives from Carmichael Water District participated in the presentation.

Administrator Smith advised he met with Director Younger to review CRPD's Water Conservation plan and obtain his recommendations on proposed plan.

Director Younger reviewed and approved of the plan, with two recommended modifications; reassign the priority level assigned to the "common use" areas of Jan and O'Donnell Parks to be modified from "Med to Low priority" to "High Priority" watering area assignments.

The Advisory Board agreed with the Water Conservation plan presented by staff, with exception of reprioritizing the common use area at Jan and O'Donnell Park from "Medium to Low" to "High" priority.

Jim Baker: Mr. Baker addressed the board regarding the water conservation and recommended park maintenance water management plan.

Motion 2

M: Arredondo- Carroll S: Conroy – The Advisory Board voted to approve the Water Conservation and Recommended Park Maintenance Water Management Plan 2015, as amended; to change the priority for the common use areas of Jan and O'Donnell Parks from "Medium to Low" priority to "High" Priority.

Vote:

Ayes: Directors: Borman, Carroll, Conroy and Rockenstein

Noes: Directors: none

Abstain: Directors: none

Absent: Directors: Younger

Vote: 4/0/0/1

2. ADVISORY BOARD ELECTION OF OFFICERS (Rockenstein)

For Chairman:

Motion 3

M: Conroy S: Borman – The Advisory Board voted to elect Chairman Rockenstein to continue as Chairman for FY 2015-16.

Vote:

Ayes: Directors: Borman, Carroll, and Conroy

Noes: Directors: none

Abstain: Directors: Rockenstein

Absent: Directors: Younger

Vote: 3/0/1/1

For Vice Chairman:

Motion 4

M: Conroy S: Rockenstein – The Advisory Board voted to elect Vice Chairman Carroll to continue as Vice Chairman FY 2015-16.

Vote:

Ayes: Directors: Borman, Conroy, and Rockenstein

Noes: Directors: none

Abstain: Directors: Carroll

Absent: Directors: Younger

Vote: 3/0/1/1

For Secretary:

Motion 5

M: Carroll S: Conroy – The Advisory Board voted to elect Secretary Borman to continue as Secretary for FY 2015-16.

Vote:
Ayes: Directors: Carroll, Conroy, and Rockenstein
Noes: Directors: none
Abstain: Directors: Borman
Absent: Directors: Younger
Vote: 3/0/1/1

Standing Committee Assignments:

Facility: Director Younger, Chair, Director Carroll, Member
Personnel: Director Dax-Conroy, Chair, Director Borman, Member
Budget: Director Borman, Chair, Director Younger, Member
Policy and Programs: Director Carroll, Chair, Director Dax Conroy, Member

PRESENTATION ITEM: None

NEW BUSINESS:

Chairman Rockenstein advised staff would be scheduling a Special Public Meeting within the next few weeks to consider and approve the FY 2015-16 budgets. Appropriate public notification of the Special Public Meeting would be posted once the actual meeting date and time is confirmed.

UPCOMING EVENTS:

1. **Farmers Market** – Sunday, August 2, 9:00 a.m. – 2:00 p.m. at Carmichael Park
2. **Park Rec & East It Food Truck Event** – Thursday, August 6, 5:00-9:00 p.m. at Carmichael Park
3. **Summer Concerts in the Park** – August 22 featuring Group Therapy (classic rock), August 23 featuring Latin Touch (R&B/Latin/Cumbia), August 30 River City Concert Band (concert band), 6:30-8:30 p.m. at Carmichael Park

FUTURE AGENDA ITEMS

1. FY 2015-16 Final Budget
2. Work Plan – End of Year Report for FY 2014-15
3. Work Plan for FY 2015-6
4. Quarterly Report Jan – June 2015

TIME AND PLACE OF NEXT MEETING:

1. **Regular Meeting**
Proposed: Thursday, September 17, 2015 at 6:00 p.m., Community Clubhouse #2 at Carmichael Park

ADJOURNMENT – The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Christie Marks,
Administrative Secretary
Clerk of the Advisory Board

APPROVED BY:

ATTESTED BY:



MICHAEL ROCKENSTEIN
CHAIRMAN OF THE BOARD



CHRISTIE MARKS
Administrative Secretary
Clerk of the Advisory Board