

**CARMICHAEL RECREATION AND PARK DISTRICT
MINUTES: ADVISORY BOARD OF DIRECTORS
OCTOBER 15, 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 6:02 p.m. by Chairman Rockenstein.

ROLL CALL:

Directors Present: Rockenstein, Borman, Dax-Conroy and Younger
Directors Absent: Arredondo-Carroll (Excused Absence)
Staff Present: Smith, Penney, Kerth and Maddison

PLEDGE OF ALLEGIANCE – Boy Scout Troop 55 led the Pledge of Allegiance

RECESS TO CLOSED SESSION – 6:03 p.m.

SACRAMENTO TAXPAYERS ASSOCIATION, a California corporation; PAMELA PINKSON, an individual; and PENNY HANSCOM and DAVE HANSCOM, as individuals and as Trustees of the Dave/Penny Hanscom Revocable Trust, Petitioners and Plaintiffs v. COUNTY OF SACRAMENTO; CARMICHAEL RECREATION AND PARK DISTRICT; ALL PERSONS INTERESTED IN THE MATTER OF THE VALIDITY OF THE PARKS MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT ASSESSMENT ADOPTED AND LEVIED BY CARMICHAEL RECREATION AND PARK DISTRICT ON MAY 15, 2014 AND RELATED MATTERS; and DOES 1 THROUGH 10. (Sacramento County Superior Court Case No. 34-2014-80001869)

RECONVENE TO OPEN SESSION – 6:47 p.m. Board announced nothing to report.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION ON ITEM(S) NOT SCHEDULED ON THE AGENDA –

Bob Kerr – Mr. Kerr made a statement to the Board regarding the Benefit Assessment lawsuit.

Joan Komaromi – Ms. Komaromi addressed the Board regarding concerns related to the fees charged by SCI for services provided during the Benefit Assessment process.

CONSENT ITEMS:

1. **MINUTES**
September 17, 2015 – Regular Meeting
2. **FINANCIAL STATEMENT**
July 2015
August 2015
3. **ACCOUNTS PAYABLE**
September 2015
4. **ACCOUNTS RECEIVABLE**
September 2015
October 2015
5. **ACTIVITY REPORT – RECREATION**
July to September 2015

Motion 1

M: Younger S: Borman – The Advisory Board voted unanimously to approve Consent Items #1-5, as presented by staff.

Vote: Unanimous 4/0/0/1

CORRESPONDENCE: None

NEWSPAPER ARTICLES:

***Carmichael Times* –**

- Sept. 4, 2015:** *Newspaper Article: Rules for Healthier Game; Senior Softball Alive and Well Announcements and Events: Summer Concerts in the Park and Carmichael Founders Day Celebration*
- Sept. 18, 2015:** *Newspaper Article: Critters Celebrate 106th Carmichael Birthday! Announcement and Events: Carmichaels Founders Day Celebration and Farmers Market*
- Sept. 25, 2015:** *Newspaper Article: Festival Celebrates Carmichael Past and Present
Newspaper Article: 300 Attend Job Fair in Carmichael
Announcements and Events: Carmichael's Founders Day Celebration and Farmers Market*
- October 2, 2015:** *Newspaper Article: Critters Cavort for Birthday Bash
Newspaper Article: Forum Hits Community Nerve; Homelessness Discussion Fills Town Hall
Newspaper Article: Governor Gets Request to Declare Tree Mortality Disaster*

SPECIAL PRESENTATIONS: None

REPORTS:

- 1. ADVISORY BOARD MEMBERS REPORT**
Director Borman reported on items discussed at the CRPD Foundation Board fall retreat.
- 2. STAFF REPORT**
Staff reported on current District operations, projects and events.

Recreation Services Division

Tracy Kerth, Recreation Services Manager, provided division highlights regarding the Founder's Day Celebration and Wall of Honor events. Kerth also provided program and participation updates on CRPD's indoor Pickleball program, Kids Hang Out after school program, and fall youth and adult sports programs.

Park & Facility Services Division

Keith Maddison, Park Services Manger – provided division highlights on park and facility maintenance services performed during the reporting period.

La Sierra Community Center

HVAC Repair – Staff replaced missing condensate and trap lines on 10 units;
Picnic Tables – table tops repaired. Drinking Fountains – Staff rebuilt two drinking fountains at 25% of the cost of replacement.

Carmichael Park

Park Lighting – Staff restored park lighting in the Band Shell area; Door Repair – Staff repaired panic hardware on the District Office entry door.

Cardinal Oaks Park

Park Signage – Staff replaced the existing park rules signs and added one additional sign. All signs have updated rules that include "No Carts Allowed".

Sutter Park

Trail and Walkway Project – The volunteer engineer completed the construction staking. Park staff completed the remaining tree work and grubbing. The contractor has mobilized and begun the grading portion of the contract. Estimated project completion anticipated for early November providing there aren't any major weather events.

District Wide

Irrigation Repairs – Staff made numerous repairs and adjustment to irrigation systems throughout the LSCC, Carmichael Park, Cardinal Oaks Park, Del Campo Park, and Jensen Gardens.

Manual Tree Watering – Staff continues to manually water trees throughout the District.

Sheriffs Work Program – District received the services of 3 buses during this reporting period; used for park cleanup and clearing and grubbing on the Sutter Park project.

Administrative Services Division

Ingrid Penney, Administrative Services Manager confirmed adoption of the Final Budget for FY 2015/16 for the general fund and assessment. Penney reported completion of the Annual State Compensation Report for 2014 to be uploaded to the State Controllers website at a later date, highlights of the CSDA Conference recently attended by Penney, Maddison and Administrator Smith., and confirmed the successful replacement and migration of the District server.

District Administrator

Administrator Smith – No items to present

ACTION ITEMS:

1. LA SIERRA COMMUNITY CENTER – SEWER LINE RENOVATION PROJECT (SMITH)

Director Younger recused himself from participating in the Advisory Board's review of Action Item #1 and left the meeting.

Administrator Smith reviewed a proposal submitted by the engineering firm of Parsons Brinckerhoff, Inc. to provide engineering services and preparation of construction drawings for the La Sierra Community Center Sewer Line Renovation project. Administrator Smith recommended the Advisory Board of Directors approve the Agreement for Consulting Services as stated in attachments "1", "2", "3", and "4", enter into contract with Parsons Brinckerhoff, Inc. for an amount not to exceed \$16,056, which includes a 10% contingency, and authorize the District Administrator to sign agreement.

Bob Kerr: Mr. Kerr expressed concern over possible theft of copper material. Chairman Rockenstein advised Mr. Kerr that the discussion of anti-theft procedures did not directly relate to Action Item #1, but could be reviewed during the "New Business" line item of the meeting agenda.

Motion

M: Borman S: Dax-Conroy – The Advisory Board voted unanimously to approve staff recommendation to enter into an Agreement for Consulting Services as stated in attachments "1", "2", "3", and "4", with Parsons Brinckerhoff, Inc. for an amount not to exceed \$16,056, which includes a 10% contingency, and authorize the District Administrator to sign agreement.

Vote:

Ayes: Directors: Dax-Conroy, Rockenstein and Borman
Noes: Directors: None
Abstain: Directors: None
Absent: Directors: Arredondo-Carroll
Recused: Directors: Younger
Vote: 3/0/0/1/1

PRESENTATION ITEM: None

NEW BUSINESS:

1. **DISTRICT ANTI-THEFT PROCEDURES - Item added by Chairman Rockenstein, in response to Mr. Kerr's statement made during public discussion of Action Item #1.**

Maddison reported that the electrical service panels on the roof of La Sierra are alarmed and monitored. The contracted security alarm monitoring company receives a signal alerting them immediately if the main power is disconnected or any of the service panels are tampered with or lose power individually.

UPCOMING EVENTS:

1. **Park Rec & Eat it Monthly Food Truck Event** – Thursday, November 5, 5-8 p.m. at Carmichael Park
2. **Patriots Park – Wall of Honor Events** – Saturday, November 7, 2015, 10:00 a.m. at Patriots Park

TIME AND PLACE OF NEXT MEETING:

1. **Regular Meeting**
Proposed: Thursday, November 19, 2015, at 6:00 p.m., Community Clubhouse #2 at Carmichael Park

ADJOURNMENT – The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

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

APPROVED BY:



MICHAEL ROCKENSTEIN
CHAIRMAN OF THE BOARD

DAVID YOUNGER

ATTESTED BY:



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