

**CARMICHAEL RECREATION AND PARK DISTRICT  
MINUTES: ADVISORY BOARD OF DIRECTORS  
NOVEMBER 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 6:05 p.m. by Director Younger.

**ROLL CALL:**

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

**PLEDGE OF ALLEGIANCE –** Director Younger led the Pledge of Allegiance

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

**Jim Baker** – inquiry made regarding the FY2014-15 audit status.

**Bob Kerr** – indicated public support to set up a non-profit to run a skate park in a warehouse. Smith recommended that Bob consult with Kerth regarding the skate park issue.

**CONSENT ITEMS:**

1. **MINUTES**  
October 15, 2015 – Regular Meeting
2. **FINANCIAL STATEMENT**  
September 2015
3. **ACCOUNTS PAYABLE**  
October 2015
4. **ACCOUNTS RECEIVABLE**  
November 2015

**Motion 1**

**M: Borman S: Conroy – The Advisory Board voted unanimously to approve Consent Items #1-4, as presented by staff.**

**Vote: Unanimous 4/0/0/1**

**CORRESPONDENCE:** Gordon Carleton sent an email regarding the Cardinal Oaks Park on November 19, 2015 to be entered into as “correspondence” and received for public record.

**NEWSPAPER ARTICLES:**

***Carmichael Times* –**

**October 9, 2015:** *Newspaper Article: Carmichael Community Update: by County Supervisor Susan Peters*

*Announcements & Events: Wall of Honor and Pickle Ball*

*Newspaper Article: Beloved Deputy to be Honored*

**October 23, 2015:** *Announcements & Events: Wall of Honor*

*Announcements & Event: Wall of Honor and Pickleball*

*Newspaper Article: Beloved Deputy Remembered*

**November 13, 2015:** *Newspaper Article: Officers Honor Beloved Deputy; Danny Oliver Joins Heroes on Park*  
*Announcements and Events: Annual Tree Lighting and Girls and Boys Basketball League*

**SPECIAL PRESENTATIONS: None**

**REPORTS:**

**1. ADVISORY BOARD MEMBERS REPORT**

Director Dax-Conroy reported on the Wall of Honor event held November 7 - was wonderful, heartwarming and loving. Director's Borman, Arredondo-Carroll and Younger concurred.

**2. STAFF REPORT**

Staff reported on current District operations, projects and events.

**Recreation Services Division**

Tracy Kerth, Recreation Services Manager, provided division highlights on recreation services and activities during the reporting period.

Wall of Honor -Thanked the Board and the staff for their support and participation; the reading of the names and biographies of those honored meant a lot to the families, friends, and the Community.

Sutter-Jensen Trail/Walkway – Invitation extended to the dedication of the trail/walkway on Saturday, 11/21 at 10 AM.

Tree Lighting – Many activities planned for the event, 12/3

Food Bank donations solicited December 1 -18

Silent Sleigh in partnership with NorCal Center on Deafness planned for 12/8

Alaina Lofthus, Recreation Supervisor, reported on the growing popularity and success of the Pickle ball program.

**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**

Sewer Line Renovation Project: Survey work in progress for preparation of construction drawings

Gymnasium Lighting: Staff replaced lights and ballasts throughout both gymnasiums

Kid's Hangout: Staff repaired an exterior door at the KHO facility

HVAC Repair: Staff repaired HVAC unit on Suite 810

**Carmichael Park**

Veterans Hall Fascia and Painting Project: Lead paint abated under contract. Staff has applied primer and will replace portions of the fascia that have dry rot

**Patriots Park**

Memorial Plaque: Staff installed the memorial plaque honoring fallen Sacramento Sheriff's Deputy Danny Oliver. Staff had the park looking its best for the ceremony on November 7, 2015.

**Sutter Park**

Trail and Walkway Project: Contract portion completed by Gateway Landscape Construction, Inc. Staff has finished most of the remaining work on the project to have the site ready for the dedication on Saturday, November 21, 2015.

**District Wide**

Sheriffs Work Program: District received the services of four buses during this reporting period, utilized for the Sutter Park Trail/Walkway project.

### **Administrative Services Division**

Ingrid Penney, Administrative Services Manager provided an update on the audit; notice received from the auditor that they would not be available to perform the District Audit due to health issues; Staff to select a replacement.

Completed the Carmichael Park Development Impact Fee Annual Report for FY2014-15. Attended Filing Officer Training for Online Form700 being implemented by the County in 2016.

CAPRI Dividend of \$8,981 received on the Liability & Property Insurance Program.

### **District Administrator**

Administrator Smith – Announced the 11/20 planned arrival of mower budgeted for FY2015-16.

## **ACTION ITEMS:**

### **1. CARDINAL OAKS PARK RECOMMENDATION (SMITH)**

Smith reported on an incident at Cardinal Oaks which lead to meetings with the neighbors and the Facilities Committee. The District took steps to mitigate future problems by improving lighting and signage and increasing park ranger patrol. Recommendations were identified for Advisory Board consideration on park fencing, improved security and a request for controlled access, a policy Issue.

Smith addressed questions and issues raised in the email by Gordon Carleton, as follows:

- Easements & Access – Q: Will the Sheriff's Department and/or Park Ranger Patrol enforce a prohibition of park visitors both driving and parking on Cardinal  
Response: Staff will have to discuss with law enforcement.
- Signage – Q: Whether the new signs "No Parking – Pedestrian Access Only" will be in lieu of or in addition to existing signs. Response: in addition to
- Fencing – Q: Neighbors to pay for fencing, materials only or labor and materials?  
Response – labor and materials; District staff does not have the tools to perform.
- Maintaining the private road – Q: Will park district share in the cost? Response: District uses the front 100', policy and budget issue

**David Stroud:** resident, lives on the east side of park where the unfortunate incident took place. Thanked Staff and the Advisory Board for cooperation in addressing the neighborhood concerns; good steps taken in the right direction. Didn't believe that the park district was responsible for security of his home vice versa. Indicated that the recommendations were consistent with previous discussions; cameras – agreed, ok to consider during FY2016/17 budget process; private road – felt that everyone should share in maintenance costs. Felt that many of the issues stemmed from the park being poorly designed. Requested that the Advisory Board delay taking action on the recommendations in order to allow neighbors to understand and learn more about the fencing issue and fund-raising. Requested the annual operating costs for the park. Proposed changing the definition of the park to a pedestrian access facility. Smith volunteered to meet with Stroud to discuss his ideas.

Director Younger sympathized with the neighbors, having lived near the park before. Shared how the CRPD Foundation has been used to help raise funds for park projects. The park district has been strapped for cash for a long time. Some of past development projects have been accomplished as a result of selling part of the park and using the proceeds to develop the park (Patriots Park); O'Donnell Park was developed with help of neighborhood volunteers fundraising. The same has been true for Jan Park, and Sutter-Jensen Community Park.

Stroud questioned whether the school district would take issue with allowing parking at the school. Smith indicated that there has been an informal arrangement and would contact school authorities to get authorization to post a sign.

Penny Hanscom – made a brief remark about the fence proposal item.

Jim Baker – Suggested that since the park district has sold property and used the proceeds to develop parks, why not sell a portion of Cardinal Oaks Park and use the funds to cut off undesired access.

Director Carroll said parking a car elsewhere and limiting to pedestrian access doesn't solve the neighborhood concerns. Stated that an Advisory Board approval does not obligate the neighbors to raise funds; that the recommendations are in no way binding on the neighbors.

## **Motion 2**

**M: Conroy S: Borman – The Advisory Board voted unanimously to approve the recommendations, as follows:**

- **Place signage at the entrance of the road off of Kenneth Ave stating “No Parking – Pedestrian access only” exception granted easement uses.**
- **Security Cameras to be a discussion item in the FY2016/17 budget process**
- **Gates leading from behind the Apartment complexes to the park is locked by the District staff.**
- **San Juan School District to be contacted for permission to use and sign the parking lot across the street from the Kenneth Ave entrance of the park as “designated Cardinal Oaks Park parking”.**
- **Fencing of access off of El Camino Road – Residents fundraise and pay for labor and materials of the fence. Fence would contain a gate for public access during park hours and would be locked at night by District contract. Two choices of fencing would be decided by the residents, either 6' or 8'.**
- **Keep up increased enforcement hours as the budget allows.**

**Vote:**

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

**Noes: Directors: None**

**Abstain: Directors: None**

**Absent: Directors: Rockenstein**

**Recused: Directors: None**

**Vote: 4/0/0/1/0**

## **2. LSCC CELL TOWER LEASE BUYOUT(SMITH)**

Smith reported on the results of a RFP process and Staff/Budget Committee recommendation for a proposed lease buyout of the Districts existing cell tower at LSCC by Landmark Dividend.

Director Conroy questioned whether Landmark would be required to solicit additional tenants for the cell tower compound. Smith responded that Landmark would not be required but would likely pursue additional tenants. The District would receive additional income from any added tenants.

Director Younger questioned how the District receives the current lease payments. Penney replied that the District receives an annual payment in May which is deposited into the General Fund for operations.

Director Carroll acknowledged that the District would receive less for the operating budget by

the amount of annual payments. Would the District be able to absorb the loss? Smith indicated that the District has experienced increased revenue from other sources and that the long-term debt would be paid off in FY 2017-18.

Director Borman questioned whether the sale proceeds would be available/used this fiscal year or next. Smith responded that it could be either depending on when it is collected.

Jim Baker – addressed the Advisory Board on this item, talking about the current lease terms with the built-in 3% escalator and guaranteed income; the 30 day termination clause would allow the District to solicit other carriers. He requested that the decision be delayed one month to await the answer from litigation.

Director Younger clarified that the \$944k future income from the lease is not guaranteed.

Penny Hanscomb – queried why the District would enter into an agreement with Landmark for 60 years and not 10 or 20.

Joan Komaromi – stated that the District should not sell its principle; asked why Landmark was interested in its purchase and what was their purpose?

Smith – Indicated that this was Landmark’s business model and a risk that they were willing to take.

Director Conroy was torn on which way to go with this proposal.

Director Carroll has been weighing the options; could see all sides and not sure which way to go.

Director Younger shared his perspective. Selling would provide a guaranteed gross amount of \$434k, technology is ever changing which could affect the current lease. The question posed is whether to take 50% now and use the lump sum for needs or stay with the current agreement and risk termination. It would take 10 to 15 years to save the same amount in lease payments.

Director Carroll questioned Landmark’s angle.

Smith responded that Landmark is purchasing lease agreements in many areas; they defray the risk through economy of scale.

Director Younger added that Landmark assumes our risk, betting that they will win. Even with the assessment, the District’s need is in millions of dollars.

**Motion 3**

**M: Carroll S: Borman – The Advisory Board voted unanimously to approve the recommendation approving the basic terms to the sale of the agreement of the LSCC Cell Tower compound to Landmark Dividend and forward to the Board of Supervisors for final approval.**

**Vote:**

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

**Noes: Directors: None**

**Abstain: Directors: None**

**Absent: Directors: Rockenstein**

**Recused: Directors: None**

**Vote: 4/0/0/1/0**

**PRESENTATION ITEM: None**

**NEW BUSINESS: None**

**UPCOMING EVENTS:**

1. Park Rec & Eat It Monthly Food Truck Event – Thursday, December 3, 5-8 p.m., Carmichael Park
2. Annual Holiday Tree Lighting – Thursday, December 3, 6:15 p.m., Carmichael Park
3. Silent Sleigh – Tuesday, December 8, 10:00 a.m. – 1:00 p.m., La Sierra Community Center

**TIME AND PLACE OF NEXT MEETING:**

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

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

Respectfully submitted,

Ingrid Penney, Administrative Services Manager  
For Clerk of the Advisory Board of Directors

APPROVED BY:

ATTESTED BY:

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MICHAEL ROCKENSTEIN  
CHAIRMAN OF THE BOARD

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Ingrid Penney, Administrative Services Manager  
for Clerk of the Advisory Board of Directors