

**CARMICHAEL RECREATION AND PARK DISTRICT  
MINUTES: ADVISORY BOARD OF DIRECTORS  
DECEMBER 13, 2018 SPECIAL MEETING**

**Directors: Arredondo-Carroll, Dax-Conroy, Judd, and Rockenstein**

**CALL TO ORDER:** The special 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: Dax-Conroy, Judd, and Rockenstein  
Staff Present: Smith, Lofthus, Maddison, Penney, and Young

**PLEDGE OF ALLEGIANCE** – Chairman Rockenstein led the pledge

**PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION ON ITEM(S) SCHEDULED ON THIS AGENDA ONLY.** – None

**ACTION ITEM:**

**1. LA SIERRA COMMUNITY CENTER LEASE (Smith/Young)**

Administrative Analyst Young made a recommendation to approve a five (5) year lease between the Carmichael RPD and MCS Preschool Inc dba Montessori Children’s School; for exclusive tenancy in approximately 960 sq. ft. portion of property/footprint for a modular classroom/portable trailer with an additional 4,128 sq. ft. of shared outdoor space and approximately 3,711 sq. ft. of air conditioned exclusive building space, designated as Suite 170 with approximately 1,500 sq. ft. of asphalt space within the adjacent enclosed fenced area; for a term of five (5) years, December 1, 2018 to November 30, 2023; Monthly rental lease amount of \$5,434.26; authorize the District Administrator to sign the Agreement.

Following the presentation, the item was discussed by the Advisory Board and then opened for public comment. After discussion, questions, and comments, the following motion was made:

**Motion 1**

**M: Conroy S: Judd – The Advisory Board voted to approve the staff recommendation for a five (5) year lease between the Carmichael RPD and MCS Preschool Inc dba Montessori Children’s School, as presented. Unanimous.**

**Vote:**

**Ayes: Directors: Judd, Carroll, Conroy, and Rockenstein**  
**Noes: Directors: None**  
**Abstain: Directors: None**  
**Absent: Directors: None**  
**Recused: Directors: None**  
**Vote: 4/0/0/0/0**

**2. CARMICHAEL PARK PLAYGROUND**

Staff met with the Facilities Committee first to review options. Staff with concurrence of the Facilities Committee made a recommendation to approve playground structure purchase and installation through Berliner; to authorize the District Administrator to execute the contract in the amount not to exceed \$279,874. Bridget Muck, a representative from Berliner made a presentation on options for the playground at Carmichael Park.

Following the presentation, the item was discussed by the Advisory Board and then opened for public comment. After discussion, questions, and comments, the following motion was made:

**Motion 2**

**M: Carroll S: Conroy – The Advisory Board voted to approve a playground structure purchase and installation through Berliner; to authorize the District Administrator to execute the contract in the amount not to exceed \$279,874, as presented. Unanimous.**

**Vote:**  
**Ayes: Directors: Carroll, Conroy, Judd, and Rockenstein**  
**Noes: Directors: None**  
**Abstain: Directors: None**  
**Absent: Directors: None**  
**Recused: Directors: None**  
**Vote: 4/0/0/0**

**TIME AND PLACE OF NEXT MEETING:**

**1. Regular Meeting**

Proposed for Thursday, January 17, 2019 2018 at 6:00 pm, Community Clubhouse #2 at Carmichael Park

**ADJOURNMENT** – The meeting was adjourned at 6:32 p.m.

Respectfully submitted,

Ingrid S. 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