



**Meeting Minutes, Advisory Board of Directors
Tuesday, January 26, 2010 (rescheduled)**

District Office, 3344 Mission Avenue, Carmichael

Advisory Board of Directors in Attendance

David Bolland, Chairperson
Michael Alcalay, Vice Chairperson
Eric Milstein, Clerk
John Skoien
Denise Curl

Staff Members in Attendance

Debby Walker, District Administrator
Mark Koller, Director of Recreation & Marketing Division
Cindy Paredes-Banville, Director of Administrative Division
TJ Newman, Director of Parks Division
Debra Tierney, Office Manager

Public in Attendance

Craig Fechter, Fechter & Company
Scott German, Fechter & Company

Call to Order: 6 p.m.

Chairperson's Report: *None*

Comments & reports from citizens & organizations on matters under the jurisdiction of the board: *None*

Correspondence: *None*

Consent Action Items

1. Billing Report. There was a brief discussion with staff regarding some expenditures and journal vouchers; staff was directed to confirm the amount of the April 2009 telephone services expenditure.

Action: Director Alcalay made a motion to approve the billing report as presented; seconded by Director Curl, contingent on staff confirming the April 2009 telephone services expenditure. The motion was approved.

2. Minutes-December 8, 2009 Regular Board Meeting. **Action:** Director Alcalay made a motion to approve the minutes, as presented; seconded by Director Curl. The motion was approved.

Action Items New Business

1. Acceptance of Audit Report, Fiscal Year 2007-2008

Mr. Fechter presented the audit findings to the board and summarized the process and procedures used. **Action:** After some discussion, Director Milstein made a motion to accept the audit report as submitted; seconded by Director Skoien. The motion was approved.

2. Mid-Year Budget Adjustments, Fiscal Year 2009-10

Chairperson Bolland informed the board that he and Director Milstein, in their capacity of members of the Finance Committee, met preceding the board meeting at 4:30 p.m. to review staff's recommended mid-year budget adjustments to the current fiscal year budgets. It was the committee's recommendation that the board accept the recommended revisions, which comprised of an overall net reduction, then adding \$40,346 to the contingency account due to cost savings. After some discussion the adjustments within Fund 336B were deemed insignificant and that page was subsequently deleted from any action. **Action:** Director Bolland made a motion to accept the committee's recommendation; seconded by Director Milstein. The motion was approved. The budget will be submitted to the county for processing.

3. Preliminary District Budget Adoption, Fiscal Year 2010-11

Chairperson Bolland explained that the Finance Committee met prior to the meeting with staff to also review the budget proposal for 2010-2011. Ms. Walker presented the provisions recommended by staff. **Action:** Following a

brief discussion, Chairperson Bolland made a motion to accept the preliminary budget as submitted in the amount of \$3,923,822; seconded by Director Milstein. The motion was approved. The budget will be submitted to the county for processing.

4. Preliminary Assessment District Budget Adoption, Fiscal Year 2010-11

Chairperson Bolland explained that the Finance Committee met also with staff to review the preliminary *Parks and Recreation Maintenance and Improvement Assessment* budget proposal for Fiscal Year 2010-2011. Ms. Walker presented the provisions recommended by staff. **Action:** Following a brief discussion, Director Milstein made a motion to accept the preliminary budget as submitted in the amount of \$1,346,500; seconded by Chairperson Bolland. The motion was approved. The budget will be submitted to the county for processing.

5. Clearwire Communications Tower - Valley Oak Park

Ms. Walker presented the board with drawings and simulations prepared by Clearwire, which, if approved by the board, will be submitted to the county Real Estate Division for proceeding with the construction of a tower at this park. **Action:** Director Skoien made a motion to direct staff to work with the county to finalize an agreement for this project; seconded by Director Curl. The motion was approved.

6. Resolution MORPD 2010-10 Approving the Application for Statewide Park Program Grant Funds

Ms. Walker explained that an approved resolution must be submitted with the district's application for the subject grant. **Action:** Director Alcalay made a motion to approve the resolution; seconded by Director Skoien. The motion was approved.

Comments & reports from citizens & organizations on items of interest to the public, before or during the board's consideration of any item that is within its subject matter jurisdiction; None

Items from board members: None

Discussion of division reports

Director Alcalay discussed how important it was that the HYPE youth program that is provided at Swanston Community Center be continued for summer 2010. After fundraising strategies were explored, the board directed staff to identify \$5,000 in district funds to be used as seed money to attract and match potential donor funds and grants.

The board directed staff to seek competitive bids for the engineering work related to the *Parks and Recreation Maintenance and Improvement Assessment District*.

Mr. Newman notified the board that the Western Area Power Authority had notified the district that some trees at Oak Meadow Park exceeded the required maximum height. He stated that the work would be accomplished during February.

Mr. Newman stated that district staff would cooperate with the Friends of Maddox Park group to create a neighborhood watch program.

Committee Reports

Sustainability (Directors Bolland/Curl). The committee scheduled a meeting for Tuesday, March 2, 2010, at 4:30 p.m. prior to the regular board meeting.

Future Agenda Items

1. Park Patrol Review – End of Year Report
2. New Operational Area Agreement – County of Sacramento for coordination of resources, information and priorities during emergency events.
5. Energy & Resource Efficiency Report Presentation by SCI Green

Next Regular Meeting: As there were insufficient items that would require the board to take action, the February 2, 2010, meeting was cancelled. The next regular meeting of the board will be held Tuesday, March 2, 2010, beginning at 6 p.m.

Adjournment 8:20 p.m.

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Approved by Board of Directors, March 2, 2010 Meeting