



Advisory Board of Directors  
Minutes, Regular Monthly Meeting  
**Tuesday, December 8, 2009**  
District Office, 3344 Mission Avenue

Board Members 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, Rec & Mktg Division  
Cindy Paredes Banville, Director, Admin Div  
T. J. Newman, Director, Parks Division  
Debra Tierney, Office Manager  
Danny Curtola, Recreation Supervisor

Public in attendance: Eagle Scout Candidate, Brandon Brown, and Janine and Eric Brown  
Kevin and Michael Bush

I. **Call to order:** 6 p.m.

II. **Chairperson's Report**

Brandon Brown is an Eagle Scout candidate in Troop 161. Supervisor of Recreation Services Danny Curtola spoke to the board on Mr. Brown's contributions to the New Outdoor Education Program for youth in the Swanston Park area. Mr. Brown raised \$911.28 and personally contributed 76 hours of community service time to the program; 19 other volunteers contributed 139 hours for a total project contribution of 215 hours. Chairperson Bolland acknowledged Mr. Brown's service and awarded him with a Certificate of Appreciation.

III. **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**

Ms. Walker acknowledged the Bushes' attendance; Michael Bush helped several years ago with a park in the Del Paso Manor School Park area. Kevin attended the meeting to fulfill a requirement for a Rio Americano High School Government class.

V. **Correspondence – None**

VI. **Consent items**

A. Billing Report

Director Milstein made a motion to approve the billing report as presented; seconded by Director Skoien. The motion passed.

B. Minutes of meeting, September 15 (revised)

Director Milstein made a motion to approve the minutes, as revised; seconded by Director Skoien. The motion passed.

C. Minutes of meeting, October 6 (revised)

Director Milstein made a motion to approve the minutes, as revised; seconded by Director Skoien. The motion passed.

D. Minutes of meeting, November 3

Director Milstein made a motion to approve the minutes; seconded by Director Skoien. The motion passed.

VII. **Action Items**

A. **New Business**

**#1 Ratification of Board Officers and Committee Assignments: 2010**

Director Skoien made a motion to ratify the board officers and committee assignments for 2010; seconded by Director Curl. The motion passed

Chair: David Bolland  
Vice Chairperson: Michael Alcalay  
Clerk: Eric Milstein

Marketing and Program (*Directors Skoien/Curl*)  
Finance (*Directors Milstein/Bolland*)  
Master Plan and Facility Development (*Directors Skoien/Alcalay*)  
Personnel Committee (*Directors Alcalay/Milstein*)  
Sustainability (*Directors Bolland/Curl*)

**#2 New Business Action Item: Contract for Grant Preparation Assistance: Proposition 84 Grant**

After discussion, Director Alcalay made a motion to approve a contract with the Parklands Group to assist staff in applying for a Statewide Park Development and Community Revitalization Program grant, services not to exceed \$12,500; seconded by Director Skoien. The motion passed.

**#3 New Business Action Item: Statement of Principles of Operation re: Fire Station Property**

After a brief discussion, Director Skoien made a motion to ratify the Statement of Principles of Operation for use of the property, seconded by Director Milstein. The motion passed. Ms. Walker stated that the county Board of Supervisors would consider this statement when it considers approval, at its December 15 meeting, of the district's intention to purchase the fire station property.

**#4 New Business Action Item: Request for Employee Holiday Leave**

After discussion, Director Curl made a motion to allow regular part-time and full time employees to have four hours paid holiday time, beginning noon, on Thursday, December 24 (Christmas

Eve) and Thursday, December 31 (New Year's Eve). The motion passed. On behalf of staff, Ms. Walker expressed appreciation to the board.

**#5 New Business Action Item: Rescheduling January Board Meeting**

Ms. Walker explained that staff is requesting the meeting be rescheduled because the county board has directed dependent recreation and park districts to submit their 2009-2010 fiscal year budgets by the end of January. Normally, the preliminary budgets are not due until March.

The board rescheduled the January meeting to January 26 at 6 p.m. Ms. Walker stated that staff would submit copies of the budget to the board one week before the meeting. A Finance Committee meeting was scheduled for 4:30 p.m. prior to the board meeting to review the budget and make a recommendation to the full board relative to the budget at the meeting.

**#6 New Business Action Item: Carmichael Recreation and Park District's 2010 Fireworks Show**

Director Alcalay made a motion, seconded by Director Milstein, to approve the district helping to sponsor, in the amount of \$5,000, the annual fireworks show for the community held at La Sierra Community Center in 2010.

**#7 New Business Action Item: Proposal to Increase District's Authority for Contracts and Construction from \$250,000 to \$500,000**

Board members agreed that this action was appropriate and directed staff to explore the option of expanding the threshold to the highest limit possible. Director Alcalay made a motion, seconded by Director Skoien to direct staff to work with the Carmichael and Sunrise Recreation and Park Districts and the county Municipal Services Agency in seeking the Board of Supervisors' approval to increase to \$500,000 the dependent special districts' contracting authority for construction projects. The motion passed.

**VII. Items from board members**

Meeting with Northeast YMCA. Director Alcalay reported that he and Ms. Walker met with YMCA representatives regarding improvements to the YMCA facility, which is located adjacent to the district's Eastern Avenue Park. Ms. Walker stated that the organization continues to discuss improvements to the property but no firm proposals have been planned.

**VIII. Discussion of division reports**

Recreation Services & Marketing

Mr. Koller reported on future marketing plans for the district. The SNS hot lunch program will continue despite county cutbacks; frozen meals that can be cooked at home will be supplied to seniors in the future.

Parks Division

Mr. Newman reported that renovations to the small parking lot at Gibbons Park were complete.

**XI. Future Agenda Items**

1. Mid-Year Budget Revisions, Fiscal Year 2009-10
2. Preliminary Budget Adoption, Fiscal Year 2010-11
3. End of Year Park Patrol Program Review
4. Chicken Ranch Slough Creek Rehabilitation Plan
5. Clearwire Communications Tower, Valley Oak Park
6. Acceptance of Audit Report, Fiscal Year 2007-2008
7. Energy & Resource Efficiency Report Presentation by SCI Green

**XII. Next Regular Meeting/Public Hearing:** January 26, 2009–6 p.m.

**XIII. Adjournment:** 7:25 p.m.