



AGENDA
ADVISORY BOARD OF DIRECTORS
REGULAR MEETING–HYBRID
Thursday, February 15, 2024, 6PM
Carmichael Park Clubhouse #2
Carmichael Park
5750 Grant Avenue
Carmichael, CA 95608

Via Teleconferencing, To Join:
<https://us02web.zoom.us/j/89905203220?pwd=RDhmeGtOOUNHTUJCd3lCR0xtcWhDQT09>

Meeting ID: 899 0520 3220
Passcode: 039608

Directors: Carroll, Ives, Leavitt, Levine, and Ross

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL – *Includes provision for the Advisory Board to act on a request of a board member to participate remotely under “emergency circumstances” due to a physical or family emergency.*

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION NOT ON THE AGENDA - *Members of the public may address the Board on District topics for items not listed on this Agenda. It is a violation of state law for the Board to discuss or take action on non-agenda items. Board members may only briefly ask clarifying questions or refer matters to staff. Speakers are limited to three (3) minutes.*

CONSENT MATTERS:

1. **MINUTES**
January 18, 2024 – Regular Meeting
2. **FINANCIAL STATEMENT**
December 2023
3. **ACCOUNTS PAYABLE**
January 2024
4. **ACCOUNTS RECEIVABLE**
February 2024
5. **POP STAT REPORT**
January 2024
6. **Service Agreement for Farmers Market**
CRPD and Common Kettle, LLC First Amendment – Renewal
Term: January 1, 2024 to December 31, 2025
Rent: \$273.19 per month, with 3% Escalator each January
Addition: Clubhouse Restrooms and Foyer flooring Cleaning – \$50 fee, for when CRPD must clean this area

REPORTS:

- 1.* **ADVISORY BOARD MEMBER REPORTS (Advisory Board Members)**
Report on activities of interest to the District.
Proposed: Receive Presentation
- 2.* **STAFF REPORT (Blondino, Lofthus, Penney, and Perry)**
Report on current District operations, projects, and events.
Proposed: Receive Presentation

ACTION ITEMS:

- 1. CARMICHAEL PARK – SKATE PARK CONCEPT AND CONSTRUCTION COST ESTIMATE (Blondino)**
Recommendation to approve an allocation of up to \$34.5k from Park Impact Fees for a concept rendering and construction cost estimate as a first step in facilitating the development of a Skate Park in Carmichael Park; delegating authority to the District Administrator or designee to negotiate and execute a contract with a qualified design firm which meets the project objectives.
Proposed: Approve Staff Recommendation

- 2. LA SIERRA COMMUNITY CENTER – CONTRACT #24-0001, KHO FLOORING IMPROVEMENT PROJECT (Blondino/Perry)**
Recommendation to accept the bid proposal and award Contract 24-0001 to Gustave Enterprise Inc. dba Creative Floor Covering Sales and Supplies for the LSCC KHO Flooring Improvement Project, in an amount not to exceed \$106,380.60; delegate authority to the District Administrator or designee to execute the Contract.
Proposed: Approve Staff Recommendation

PRESENTATION ITEMS:

- 1.* BOND FUND DISCUSSION (Blondino)**
Discussion on the 2022 GO Bond activities.
Proposed: Receive and file.

- 2. FY 2023-24 BUDGETS – MID YEAR STATUS UPDATE (Penney)**
Presentation of the mid-year status of the FY2023-24 Budget, includes budget to actual revenues and expenditures and comparison to past year.
Proposed: Receive and file.

- 3.* WORK PLAN FY2024-25 (Blondino)**
Continued from the February 3, 2024, Advisory Board Special Meeting. Discussion regarding possible items for the Work Plan next fiscal year; includes input from the Management Team and the Advisory Board.

UPCOMING PROGRAM AND EVENTS:

For Updates and Latest News on Program and Events, please visit: www.carmichaelpark.com

TIME AND PLACE OF NEXT MEETING:

1.* Regular Meeting –

Proposed: The next regular meeting of the Advisory Board of Directors is scheduled for Thursday, March 21, 2024, at 6:00 pm, in Community Clubhouse #2 at Carmichael Park and Via Zoom.

ADJOURNMENT

Posted on February 9, 2024 by:

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

*Denotes that there is no written report (applies to Reports, Action, and Presentation Items)

The Carmichael Recreation & Park District will provide reasonable disability-related modification or accommodation to a person with a disability who requires a modification or accommodation in order to participate in the meeting of the Advisory Board of Directors. Please contact our District Office (916) 485-5322 at least 72 hours before the meeting if you require such modification or accommodation.