



**AGENDA**  
**ADVISORY BOARD OF DIRECTORS**  
**REGULAR MEETING–HYBRID**  
Thursday, September 21, 2023, 6PM  
Carmichael Park Clubhouse #2  
Carmichael Park  
5750 Grant Avenue  
Carmichael, CA 95608

Via Teleconferencing, To Join:  
<https://us02web.zoom.us/j/84510846280?pwd=ckJMVTVBdjFNejFGRDUvK3BjTDVmQT09>

**Meeting ID: 845 1084 6280**  
**Passcode: 046163**

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

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL** – *Includes provision for the Advisory Board to take action 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**  
August 17, 2023 – Regular Meeting
2. **FINANCIAL STATEMENT**  
July 2023
3. **ACCOUNTS PAYABLE**  
August 2023
4. **ACCOUNTS RECEIVABLE**  
September 2023
5. **POP STAT REPORT**  
August 2023

**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. LSCC TENANT NEW LEASE WITH MONTESSORI CHILDRENS SCHOOL (MCS) (Blondino/Penney)**  
Recommendation to approve a new tenant lease negotiated with Montessori Childrens School, Inc. (MCS); a term of five (5) years; forward the new lease to the Sacramento County Board of Supervisors for approval and delegation authority for execution by the District Administrator or designee; which includes in the following:  
**Term:** December 1, 2023 to November 30, 2028  
**Security Deposit:** \$6,482.77, representing \$1,048.51 additional deposit on file.  
**Monthly Lease Amount:** \$6,482.77, base rent of \$6,124.02 for Suite 170 and a land lease with Utilities and Services for a Modular Classroom/Trailer; the addition of paved and unpaved land lease of \$0.075/sq ft for paved and \$0.05 for unpaved land lease, effective December 1, 2023.  
**Escalation:** The annual escalator will be 3% effective each January 1, beginning in the third year.  
**Counterparts and Electronic Signature:** New paragraph to in this lease; clarify that all counterparts will be deemed as the same document; that electronic and scanned signatures will be deemed original signatures.  
**Proposed: Approve Staff Recommendation**
  
- 2. CONSTRUCTION MANAGEMENT SERVICES, CONTRACT #23-0006 (Blondino/Penney)**  
Recommendation to approve Contract #23-0006 with Cumming Management Group, Inc., for Construction and Project Management Services for the 2022 General Obligation Bond CIP Program; to recommend the Contract #23-0005 to Sacramento County Board of Supervisors for approval and delegation authority to the District Administrator or designee to execute the Agreement, which includes the following terms:  
  
**Term:** November 1, 2023 to October 30, 2025 with two, 2-year options to renew  
**Amount:** Not to exceed \$1,161,601, for initial term and extended term options, which includes a Contingency; Contingency released with Advisory Board of Directors authorization or delegated authority  
**Proposed: Approve Staff Recommendation**

## **PRESENTATION ITEMS:**

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

## **UPCOMING PROGRAM AND EVENTS:**

*For Updates and Latest News on Program and Events, please visit the District Website: [www.carmichaelpark.com](http://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, October 19, 2023, at 6:00 pm, in Community Clubhouse #2 at Carmichael Park and Via Zoom.

## **RECESS TO CLOSED SESSION**

### **1.\* LIABILITY CLAIM**

Claimant: Xiao Ming Hu, Shengwei Zhu  
Pursuant to California Government Code §54956.95  
Agency Claimed Against: Carmichael Recreation and Park District

## **RECONVENE TO OPEN SESSION**

## **ADJOURNMENT**

Posted on September 18, 2023 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.