



**AGENDA**  
**ADVISORY BOARD OF DIRECTORS**  
**REGULAR MEETING–HYBRID**  
Thursday, March 21, 2024, 6PM  
Carmichael Park Clubhouse #2  
Carmichael Park  
5750 Grant Avenue  
Carmichael, CA 95608

Via Teleconferencing, To Join:  
<https://us02web.zoom.us/j/81092026544?pwd=bFNDZ1A0Zk10Vms5eWFrN2NtWC9TQT09>

**Meeting ID: 810 9202 6544**  
**Passcode: 204256**

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**  
February 3, 2024 – Special Meeting  
February 15, 2024 – Regular Meeting  
February 27, 2024 – Special Meeting
2. **FINANCIAL STATEMENT**  
January 2024
3. **ACCOUNTS PAYABLE**  
February 2024
4. **ACCOUNTS RECEIVABLE**  
March 2024
5. **POP STAT REPORT**  
February 2024
6. **AB817 BROWN ACT**  
Request letter of support for CA Assembly Bill 817; provides a narrow exemption to the Brown Act for Advisory Board Standing Committees participation through remote two-way virtual teleconferencing (Hybrid) meetings.

**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 ROOFING IMPROVEMENT PROJECT PH II (Blondino/Perry)**

Recommendation to award the bid and enter into Contract #24-0002 with Madsen Roofing & Waterproofing, Inc., in the amount of \$322,684 with a 10% Contingency for a total project budget of \$354,952 for Phase II of the Roof Coating Improvement Project at the La Sierra Community Center; delegate authority to the District Administrator or designee to execute the Contract.

**Proposed: Approve Staff Recommendation**

**2. FACILITY USE AGREEMENT (FUA) AT LA SIERRA COMMUNITY CENTER (Blondino/Lofthus)**

Recommendation to approve a new Facility Use Agreement (FUA) using the latest format with Carmichael Little League, a non-profit providing youth sports activities (baseball) for public benefit; delegation of authority to the District Administrator to execute the FUA.

Term: March 1, 2024 to December 31, 2026

Premises: Baseball Complex and Snack Bar

Fees: Youth Player Fee: \$9 per player for 2024 and 2025; \$10 per player for 2026

Snack Bar Electricity Fee: \$1,045.39 for 2024 with an annual 5% Escalator

**Proposed: Approve Staff Recommendation**

**3. PERSONNEL POLICY REVISION (Blondino/Penney)**

Recommendation to revise Section 19 – Compensation, Out of Class Pay; add a provision for a five percent differential when an employee may be temporarily assigned to work in a higher classification under certain circumstances.

**Proposed: Approve Staff Recommendation**

**4. FY2024-25 RECOMMENDED BUDGET PROPOSALS (Blondino/Penney)**

Recommendation to approve the FY2024-25 Recommended Budget proposals for:

- Carmichael RPD General Fund 337A totaling \$6,514,557;
- Capital Project Fund 337L of \$10M with CIP List for projects totaling \$3,654,900 for FY2024-25;
- Debt Service Fund 337M: Amount TBD; covering collection of Measure G related property taxes and debt service payments for Principal and Interest;
- Debt Service Fund 337N Amount TBD; covering collection of Measure G related property taxes and debt service payments for Principal and Interest;

for final approval and adoption by the County Board of Supervisors;

delegate the District Administrator to initiate Request for Proposals/Qualifications as required or necessary.

**Proposed: Approve Budget Committee and Staff Recommendation**

**PRESENTATION ITEMS:**

**1.\* BOND FUND DISCUSSION (Blondino)**

Discussion on the 2022 GO Bond activities.

**Proposed: Receive and file.**

**2.\* DISTRICT ADMINISTRATOR RECRUITMENT (Blondino)**

Presentation of the suggested timeline and schedule for the District Administrator recruitment.

**Proposed: Receive and file.**

**UPCOMING PROGRAM AND EVENTS:** *Please visit: [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, April 18, 2024, at 6:00 pm, in Community Clubhouse #2 at Carmichael Park and Via Zoom.

**ADJOURNMENT**

Posted on March 14, 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.