



**AGENDA**  
**ADVISORY BOARD OF DIRECTORS**  
**REGULAR MEETING–HYBRID**  
Thursday, November 16, 2023, 6PM  
Carmichael Park Clubhouse #2  
Carmichael Park  
5750 Grant Avenue  
Carmichael, CA 95608

Via Teleconferencing, To Join:  
<https://us02web.zoom.us/j/89439489994?pwd=T0EraTMycFdLbWxxczl5a3BLMGVnUT09>

**Meeting ID: 894 3948 9994**  
**Passcode: 074451**

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**  
October 19, 2023 – Regular Meeting
2. **FINANCIAL STATEMENT**  
September 2023
3. **ACCOUNTS PAYABLE**  
October 2023
4. **ACCOUNTS RECEIVABLE**  
November 2023
5. **POP STAT REPORT**  
October 2023
6. **FACILITY USE AGREEMENT (FUA)**  
Request approval and delegation authority to execute FUA with American River Futbol  
Term: March 1, 2024 to October 31, 2026  
Location: Del Campo Soccer Fields  
Field Use: March 1<sup>st</sup> to October 31<sup>st</sup> – T/TH, 5PM – 8PM; S/S, 8AM – 8PM  
Fees: \$8 per player for 2024; \$9 per player for both 2025 and 2026  
Maintenance Fees: \$82/wk (3 days/wk); \$109/wk (4 days/wk); 5% Annual Escalator
7. **FY2023-24 Work Plan – 1QT Update**  
Status of activities July through September 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. FACILITY RENTAL POLICY AND FEES (Lofthus)**

Recommendation to approve revisions to the CRPD Facility Rental Policy and Rental Fees for Private Resident and Non-Resident Users, Non-Profits, and Regular /CRPD Sponsored programs Users.

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

**2. ELECTRONIC READER BOARD FOR CARMICHAEL PARK (Perry)**

Recommendation to award the bid from Ellis & Ellis Sign Systems for the Electronic Reader Board materials and installation. Project not to exceed \$78,438, funded through Quimby/in-lieu fees. Delegate authority to the District Administrator or designee to negotiate and execute the Contract.

**Proposed: Approve Staff Recommendation**

**PRESENTATION ITEM:**

**1.\* RE-ORGANIZATION OF ADMINISTRATIVE SERVICES AND RECREATION DIVISIONS (Blondino)**

Discussion of Organization Chart and Distribution of Responsibilities/Tasks

**Proposed: Receive and file.**

**2.\* 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: [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, January 18, 2024, at 6:00 pm, in Community Clubhouse #2 at Carmichael Park and Via Zoom.

**RECESS TO CLOSED SESSION**

**1.\* PUBLIC EMPLOYEE LABOR NEGOTIATION**

Unrepresented Employee: District Administrator  
Pursuant to California Government Code §54957

**RECONVENE TO OPEN SESSION**

**ADJOURNMENT**

Posted on November 9, 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.