



AGENDA
ADVISORY BOARD OF DIRECTORS
REGULAR MEETING–HYBRID
Thursday, November 20, 2025, 6PM
Carmichael Park Clubhouse #2
5750 Grant Avenue
Carmichael, CA 95608

Via Teleconferencing, To Join:

<https://us02web.zoom.us/j/83375942736?pwd=9zX4FSuzNgfbjMMgKxRIxeGMt5ooBI.1>

Meeting ID: 833 7594 2736 **Passcode:** 508818

Directors: Ives, Leavitt, and Mattos

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 act on non-agenda items. Board members may only briefly ask clarifying questions or refer matters to staff. Speakers are limited to three (3) minutes.*

SPECIAL PRESENTATION – ACTION ITEM:

- 1. JAN PARK RENOVATION PRESENTATION (Yankee, Connor Waters)**
Presentation by Connor Waters, Project Manager with WDSLA, regarding concepts for Jan Park Improvement. Project funded through the 2022 GO Bond – Series 2025.
Proposed: Receive presentation and approve design

SPECIAL PRESENTATION:

- 2. CUMMING MANAGEMENT GROUP PRESENTATION (Jesse Jones)**
2025 Measure G Bond Program updates, including updates to the Master Schedule, and Series 2023 current project updates.
Proposed: Receive presentation

ACTION ITEMS:

- 1. ADMINISTRATIVE DIVISION REORGANIZATION PLAN (Yankee, Lemcke)**
Recommendation to approve a reorganization of the Administrative Services Division of CRPD, involving new position titles and redistribution of functions and duties to foster efficiency and specialization.
Proposed: Approve Personnel Committee and Staff Recommendation
- 2. FACILITY RENTALS FEE UPDATE (Lofthus)**
Recommendation to approve the revised 2026 Facility Rental Fee Schedule to be in line with the previously approved rate structure.
Proposed: Accept staff proposal

CONSENT MATTERS:

1. **MINUTES**
 - a. September 18, 2025 – Regular Meeting
2. **FINANCIAL STATEMENT**
 - a. August 2025
 - b. September 2025
3. **ACCOUNTS PAYABLE**
 - a. September 2025
 - b. October 2025
4. **ACCOUNTS RECEIVABLE**
 - a. October 2025
 - b. November 2025
5. **2025 – 2026 WORKPLAN**
 - a. Q1 updates to District Managerial Work Plan
6. **2026 PART-TIME SALARY SCHEDULE**
 - a. Update due to minimum wage requirements.

REPORTS:

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

UPCOMING 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, December 18, 2025, at 6:00 pm, in Community Clubhouse #2 at Carmichael Park and Via Zoom.

ADJOURNMENT

Posted on November 17, 2025 by:
Matt Lemcke, Human Resources Section Manager for:
Clerk of the Advisory Board of Directors

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

CRPD provides reasonable disability-related modification or accommodation to a person with a disability in order to participate in the meeting of the Advisory Board of Directors. Please contact our District Office (916) 485-5322 at least 48 hours before the meeting if you require such modification or accommodation.