

# Memo

Carmichael



RECREATION AND  
PARK DISTRICT

**To:** Advisory Board of Directors  
**From:** Stacey Yankee, District Administrator  
**Date:** April 14, 2025  
**Subject:** District Administrator Yankee Personal Business Opportunity

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***Introduction/Background:***

District Administrator Yankee has been making artisanal soap for the last two years in her personal time. She is interested in converting her hobby into a personal business enterprise opportunity in Sacramento County. As part of the administrator's employment contract with Sacramento County, any form of additional employment must be approved by the Carmichael Recreation and Park District Advisory Board of Directors.

This request to start a soapmaking business was presented to the Carmichael Recreation and Park District Personnel Committee on April 2, 2025. The Committee met and discussed the request including what might entail, the impact it might have on the district, and any possible conflicts of interest with the district.

***Discussion:***

This report is to provide full transparency on the potential business opportunity of District Administrator Yankee to have an artisanal soapmaking enterprise in Sacramento County. This opportunity was presented to the Personnel Committee on Wednesday, April 2, 2025. The Committee discussed the soapmaking business opportunity request and concluded that the opportunity would not have a negative impact on the administrator's duties, and it would not pose a conflict of interest with the district. Administrator Yankee will not sell soap at a function in the district that is completely district sponsored but may sell at an event that is co-sponsored with a partner organization.

***Recommendation:***

The Personnel Committee recommends that the Carmichael Recreation and Park District Advisory Board of Directors approve the request by Administrator Yankee to start a personal artisanal soapmaking enterprise as an additional form of employment in Sacramento County.