

**CARMICHAEL RECREATION AND PARK DISTRICT MINUTES:
ADVISORY BOARD OF DIRECTORS
February 19, 2026 REGULAR MEETING**

Directors: Ives, Leavitt, and Mattos

CALL TO ORDER: The regular meeting of the Carmichael Recreation and Park District Advisory Board of Directors was called to order at 6:00 p.m. by Chair Ives.

PLEDGE OF ALLEGIANCE: Pledge led by Chair Ives.

OATH OF OFFICE - Newly appointed Advisory Board Member, Jessica Wall sworn in.

ROLL CALL:

Directors Present: Ives, Leavitt, Mattos, Wall

Director Excused: none

Staff Present: Yankee, Lemcke, Lofthus, and Perry

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION NOT ON THE AGENDA:

After the Special Presentation action item, a remote attendee named Nathan Witte, an avid U-Disc user asked the staff to look into the disc golf app and share any changes to any of the disc golf holes. Bob Kerr asked about a chance for the skate park in the future. The last public comment was another remote attendee named Victoria simply asked about future Cardinal Oaks Park updates and what changes are coming.

SPECIAL PRESENTATION – ACTION ITEM:

1. CARMICHAEL PARK PHASE 2 PRESENTATION (Yankee, Peter Larimer)

Presentation by Peter Larimer, Project Manager with MTWGroup, regarding concepts for Phase Two of the Carmichael Park Improvement Project funded through the 2022 GO Bond - Series 2025. Peter pointed out the \$1.6 million in add alternates that would be above the original price. These conditional add alternates depend final cost of phase two.

Motion 1

M: Mattos S: Wall – The Advisory Board made a motion to accept the staff recommendation and presentation for Phase 2 Construction on Carmichael. The design was approved and passed by unanimous vote.

Vote:

Ayes: Directors: Ives, Leavitt, Mattos, and Wall

Noes: Directors: None

Abstain: Directors: None

Absent: Directors: None

Recused: Directors: None

Vote: 4/0/0/0

CONSENT MATTERS:

- 1. MINUTES**
 - a. January 15, 2025 – Regular Meeting
- 2. FINANCIAL STATEMENT**
 - a. December 2025
- 3. ACCOUNTS PAYABLE**
 - a. January 2026
- 4. ACCOUNTS RECEIVABLE**
 - a. February 2026
- 5. CHAUTAAUQUA PLAYHOUSE**
 - a. Contract Amendment

Motion 2

M: Mattos S: Wall – The Advisory Board made a motion to accept the Consent Matters 1, 2a, 3b, 4b, and 5 due to a typo in the agenda. The motion was approved unanimously

Vote:

Ayes: Directors: Ives, Leavitt, Mattos, and Wall

Noes: Directors: None

Abstain: Directors: None

Absent: Directors: None

Recused: Directors: None

Vote: 4/0/0/0/0

REPORTS:

1. *ADVISORY BOARD MEMBER REPORTS (Advisory Board Members)

Report on activities of interest to the District.

Chair Ives – Discussed which board members could sit on different committees with new assignments.

Chair Ives noted and much appreciated the much-improved Board Retreat.

Chair Leavitt – Enjoyed the discussion on the future of CRPD. Commented on the new road and was very engaged in discussion about Phase 2 presentation.

2. *STAFF REPORTS (Yankee, Lemcke, Lofthus, and Perry) Reports on current

District operations, projects, and events.

Park Maintenance Division

James Perry, Park Services Manager reported on highlights from the Parks Division

Vandalism/Graffiti:

- Glas was broken 3 times at Patriots Park, twice at Del Campo Park
- Large amount of graffiti found at Patriot's Park
- Plus double the graffiti as Patriot's was also at Del Campo Park.
- Removed a mattress from Jan Park.

Parks:

- Started districtwide seasonal herbicide applications as weather permits.
- Prepared Garfield House for Advisory Board retreat.
- Both facilities and parks staff assembled four new elaborate bleachers for LSCC/LL Tee Ball fields.

Facilities:

- Completed the one of two biannual, ice-machine water filters replacements.
- During that time, maintenance also took the time to and replaced all filter media on fridges/freezers.
- Room 800 was painted and cleaned after Carmichael Montessori occupancy.
- A faulty parking lot light replaced at Carmichael Park.
- La Sierra office had a faulty control board which was replaced as well.
- Temporarily rewired 400 East Wing electrical panels due to main power line failure.
- Worked on a sewer main back-up for the La Sierra 800 Wing.
- Workers cleared many roof and ground drains that were backed up after all the rain.

Vehicles/Equipment:

- The newer electric cart at LS has received a new motor and charger. Replacements covered under warranty.

Inspections:

- All monthly fire extinguisher inspections were completed.

Projects:

- Glancy had its ribbon-cutting/grand reopening.
- For Carmichael Park, we have opened Tiny Tot's playground and new restroom building but have been waiting waiting for warmer weather to finish the pickleball courts.
- LSCC field improvements have been closer to being finished and we got a couple weeks of work done. Finally, after the ground has dried sufficiently, there are only two weeks of work left. Amending and tilling the soil. The final grade and laying sod. We were so close to finishing.
- We're all excited to finally get moving, again, on Cardinal Oaks and had the pre-bid walk this past Monday. The bids are due March 10th. Looking forward to this project physically getting underway in the next few months.
- Both Jan Park and O'Donnell Park projects were advertised, and we have the Jan pre-bid walk Monday and O'Donnell next Thursday.
- CP and LSCC phase II are moving along nicely as was just reported by MTW.

Recreation Division

Alaina Lofthus, Recreation Services Manager reported on highlights from the Recreation Division

Community Events

- **Valentine's Senior Concert** –
 - Kiwanis Band performed.
 - Approximately 40 people attended.
 - Thank you to MVP sponsor: Oakmont of Carmichael

- **Next Up –**
 - **Food Truck Night – Mediterranean Match-Up**
 - Thursday, March 12th 5pm – 8pm
 - **Breakfast with the Bunny** – Saturday, April 4th 8am – 11am at the Clubhouse. Tickets will be on sale soon!

Youth Development:

- KHO Program continued to average around 47 children each week.
- Finished President’s Week Camp and preparing for Spring Break and Summer Camp.

Youth Sports:

- Middle School Boys basketball just completed – Girls started
- Over mid-way through the season for Pee Wee and Elementary basketball programs
- Preparing for Spring and Summer programming and camps

Adult Sports

- Currently taking registration for spring leagues!

Special Projects:

- Activity Guide
 - Spring/Summer Guide is currently being designed and will be available online the first week in March!
 - Digital only again

Personnel:

- New Recreation Supervisor, Tori Weber, will start on Monday, 2/26!

Administrative Division

Matt Lemcke, Administrative Services Manager reported on highlights from the HR Division and Finance Division

Finance:

Budget – Midyear is being presented shortly. Started on FY 2026-2027 for the March meeting

Bonds – Worked on multiple contracts and samples for upcoming March projects

Audit – Much of our time has been spent on finalizing the Audit, with significant work surrounding Fixed Assets, Compensated Balances, and Accruals

HR:

- Onboarded a new Finance Technician
- Hired a Rec Supervisor – Events & Marketing
- Working on updating Trainings for the year
- Starting to review the Personnel Handbook

District Administrator Overview

District Administrator Stacey Yankee reported on District highlights.

1. Community and Partner Meetings

- Attended monthly meetings with Carmichael Parks Foundation, Kiwanis, the Carmichael Improvement District Board Retreat Meeting, and the Carmichael Improvement Security Meeting.

- Attended local government affairs meeting for Carmichael.
- Met with California Montessori Project executive staff.
- Met with Chautauqua Playhouse staff.
- Met with Carmichael Chamber President.

2. Pool Feasibility Study

Had a kick off meeting with Cumming Group and Councilman Hunsaker mid-January. As well as met with the Ad Hoc Committee along with Stakeholders in early February. A community meeting is scheduled for February 24 at 6pm online along with an online survey to be distributed to the community.

3. Advisory Board Retreat in February

Thank you all for a very productive Advisory Board Retreat on February 7.

4. Insurance Claims

Received a portion of the insurance claim payment today from CAPRI. But we are still working on the final issuance of the insurance claim with CAPRI and the adjuster for water damage to the 800 Wing.

5. Grant for Mural at La Sierra Community Center

The Foundation started applying for a TOT grant through Supervisor's Desmond's Office potentially between \$5,000-\$10,000 for a mural. This would be on the outside wall where we currently have very faded signs for Kid's Hangout. It has the potential to greatly enhance the space and will also have a community engagement component. CRPD staff met with the Foundation onsite to discuss the project, and I have written a letter of support for the mural project.

6. Look Ahead- Board Directors participation with Carmichael Parks Foundation Meetings (2nd Tuesday of the month at 12:30pm)

March 10 Director Leavitt

April 14 Director ?

May 12 Director ?

Bond Report:

1. General Bond Information Updates

Had weekly meetings with Cumming Group to go over Measure G Projects and schedules.

Biweekly meetings have continued with Cumming Group and Landscape Architects WDSL and MTW to work through bond projects.

2. Bond Series 2023 Projects

Cardinal Oaks's first RFP had to be cancelled and reissued with some updates. The second RFP has been issued; the bid walk has been completed and bid opening will be on March 10.

Carmichael Park is still waiting for better weather for the completion of the pickleball courts hopefully in March. The Tot Lot at the Veteran's Hall opened last weekend and the public response has been incredible. People showed a lot of excitement about the new playground.

Glancy Oaks Park has a ribbon cutting ceremony on January 28 and is open to the public.

La Sierra Community Center HVAC/Roofing had a ribbon cutting on January 21 and the project is completed. Work on the soccer field resumed for a short period to work on the irrigation during some of the recent warm/dry weather. The large completion of the project is still on hold until possibly March.

3. Bond Series 2025

O'Donnell Heritage Park with MTW Group had the RFP released and the bid walk is scheduled for February 26 at 9am. The bid opening will be on March 10.

Jan Park with WDSL A had the RFP released and the bid walk is scheduled for February 23 at 11am. The bid opening will be on March 10.

Carmichael Park design was presented tonight by MTW Group.

La Sierra Community Center design is progressing with MTW Group. Site LogIQ is has been working on evaluating solar feasibility and energy efficiencies as part of the design at La Sierra.

4. Bond Oversight Committee

The next Bond Oversight Committee meeting is scheduled for March 3 at 6pm.

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, March 19, 2026, at 6:00 pm, in Community Clubhouse #2 at Carmichael Park and Via Zoom.

ADJOURNMENT – Meeting was adjourned at 7:35 PM

Respectfully submitted by:

**Matt Lemcke, Human Resources Section Manager for: Clerk
of the Advisory Board of Directors**

APPROVED BY:

ATTESTED BY:

**CHRIS IVES
CHAIR OF THE BOARD**

**Matt Lemcke, HR Section Manager
for Clerk of the Advisory Board of Directors**