



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

Via Teleconferencing, To Join:

<https://us02web.zoom.us/j/85365510758?pwd=YyaeT92RIDY0IjD0ZG8KNLMIlnZ5PNp.1>

Meeting ID: 853 6551 0758

Passcode: 528963

Directors: Ives, Leavitt, Levine, Mattos, 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.*

ACTION ITEMS:

- 1. AUDIT REPORT OF DISTRICT FINANCIAL STATEMENTS (Penney/Joanne Berry)**
Presentation of the Independent Financial Audit Report of District financial statement for year ending June 30, 2024. Audit performed by Fechter and Company, CPAs.
Proposed: Acceptance and approval of the Final Audit Report – FY2023-24
- 2. 2022 GENERAL OBLIGATION BONDS, SERIES 2025 (Yankee/Huy Hoang/Sarah Ho)**
Presentation of proposed CIP Program for Election 2022 General Obligation Bonds, Series 2025 issuance.
Proposed: Approve Staff recommendation
- 3. GENERAL OBLIGATION BONDS, RESOLUTION NO. CP-03202025-01 (Yankee/Penney)**
Presentation and recommendation to adopt Resolution No. CP-03202025-01 authorizing the issuance and sale of Election 2022 General Obligation Bonds, Series 2025, and approving related documents and actions with respect thereto.
Proposed: Approve Staff Recommendation; Adopt Resolution No. CP-03202025-01
- 4. POOL FEASIBILITY STUDY (Ken Hall/Huy Hoang)**
Presentation and proposal by Ken Hall requesting that CRPD send out a Request for Proposal for a pool feasibility study for Carmichael Park; the study is being funded by an anonymous donor up to \$40k and no CRPD funds are available for the study.
Proposed: Consider the proposal and take action on the request.

5. FY2025-26 RECOMMENDED BUDGET PROPOSALS (Yankee/Penney/Bruno)

Recommendation to approve the FY2025-26 Recommended Budget proposals for:

- Carmichael RPD General Fund 337A: allocation of operations and CIP List for projects for FY2025-26;
- Capital Project Fund 337L: allocation includes CIP Program list for projects for FY2025-26;
- Debt Service Fund 337M: allocation of Measure G related property tax collection and debt service payments for Principal and Interest for FY2025-26;
- Debt Service Fund 337N: allocation of Measure G related property tax collection and debt service payments for Principal and Interest for FY2025-26;

for final approval and adoption by the County Board of Supervisors; delegate the District Administrator or designee to initiate Request for Proposals/Qualifications as required or necessary.

Proposed: Approve Budget Committee and Staff Recommendation

6. 2022 GENERAL OBLIGATION BONDS CIP PROGRAM CONTRACTS (Penney)

Recommendation to approve delegation of authority to the District Administrator or designee to approve and execute public project contracts within budget allocations and cost estimates for the 2022 General Obligation Bond CIP Program, as follows:

- Public projects of **\$60,001** up to **\$200,000** may be let to contract by informal procedures as set forth in the Public Contract Code, approved and executed by the District Administrator or designee.
- Public projects of **>\$200,000 but <\$500,000** shall be let to contract by formal bidding procedures. Advisory Board may delegate authority to District Administrator or designee to award contract. For public projects involving CMAS or cooperative buying agreements, i.e., Sourcewell, Equalis, etc., the District Administrator or designee may approve and execute the contract and/or purchase order.

Proposed: Approve Staff Recommendation.

CONSENT MATTERS:

1. MINUTES

February 20, 2025 – Regular Meeting

2. FINANCIAL STATEMENT

January 2025

3. ACCOUNTS PAYABLE

February 2025

4. ACCOUNTS RECEIVABLE

March 2025

5. PARKLAND DEDICATION TRUST (QUIMBY/IN-LIEU) FEE TRANSFER

Recommendation to adopt Resolution CP# 03202025-02 approving a transfer of Quimby/in-lieu fees from Fund 088F (Parkland Dedication Trust) to Fund 337A (General Fund) for completed CIP Projects.

6. REGULAR PART-TIME POSITION

Recommendation to convert a regular full-time position to a regular part-time position, Payroll/Finance Clerk for the Administration Division; replaces a vacant regular full-time position.

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, Penney, 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, April 17, 2025, at 6:00 pm, in Community Clubhouse #2 at Carmichael Park and Via Zoom.

ADJOURNMENT

Posted on March 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)

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.