

**CARMICHAEL RECREATION AND PARK DISTRICT MINUTES:  
ADVISORY BOARD OF DIRECTORS  
April 16, 2026 REGULAR MEETING**

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

**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.

**ROLL CALL:**

Directors Present: Ives, Mattos, Wall

Director Excused: Leavitt

Staff Present: Yankee, Lemcke, Lofthus, and Perry

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

No Public Comments were made.

**SPECIAL PRESENTATIONS:**

**1. 2022 GO BOND SERIES 2025 LA SIERRA COMMUNITY CENTER PHASE 2 UPDATES  
(Yankee, Jaime Brown)**

Presentation by Jorge Rojas of Cumming Management Group on the current status of the La Sierra Community Center parking lot project; including history of the projected costs, current challenges with costs, and next steps for the project. A significant amount of questions were posed by the Advisory Board and District Administrator as to how the errors and miscalculations in the project occurred.

Wall – Pointed out that the shade and lighting requirements have been in place since 2013, she wanted to understand why they were not included in CG’s proposals. Jorge replied that they wouldn’t have known that they would still be in place in 2026.

Mattos – What is the phasing plan now that the amount is so large? How did the 133K measurement in the square footage of the lot come into effect? Where did they measure from? Jorge replied that there is no plan yet, and that the amount was supposed to only be in reference to ADA changes and not the entire project.

Ives – How was the original budget determined? Jorge replied that it was based off of a 2021 report by the KYA Organization that CRPD authorized. Chair Ives asked how did the numbers become so different. Jorge put the blame on “scope creep” as the only symptom. Chair Ives stressed that he did not feel the referenced report was well reviewed in CG’s preparation of the scope of the project.

Yankee – Requested further details on why the ADA based numbers were misconstrued. Jorge said that generally these numbers aren’t shared so it was confusing.

Mattos – Reiterated that the scope of a future project should always include the possible costs from County and State regulations, including any current known costs. Jorge replied that it was not a part of CG’s scope of work to perform future projections. Mattos disagreed, pointing out that CG was hired to perform this as part of their duties.

Ives – Asked what was remaining in the budget for payment to the Cumming Group. Jorge did not know the answer but felt it was roughly \$70,000. Chair Ives requested that CG apologize to the Board and the District for the mishandling of the contract and the significant errors. Jorge replied that he did not feel there was any blame to be had by the Cumming Group, pointed out that the scope had changed, and placed the onus on MTW Group, feeling that the scope of the budget errors were on the part of the architect and not the management group.

Overall the Board of Directors was not satisfied with the performance of the Cumming Group or their answers in why the cost of LSCC Phase 2 was significantly higher than they estimated. The Board expressed that they were very disappointed with the results and the fact that the District could not absorb the costs to perform the entire project. Chair Ives asked that alternate ideas would be presented at the next meeting.

**ACTION ITEMS:**

**1. DISTRICTWIDE LANDSCAPE MAINTENANCE CONTRACT (Yankee, Perry)**

Recently a RFP was issued to seek a contractor to perform landscape maintenance on District parks. A recommendation to accept the bid from the lowest responsible bidder was presented to the Board.

**Motion 1**

**M: Wall S: Mattos – The Advisory Board made a motion to award the bid and continue to contract with New Image Landscape Company, as presented, including the add alternate, at a monthly cost of \$9,220; and authorize the District Administrator to sign the agreement, expend funds for this contract, and sign any amendments to this contract.**

**Vote:**

**Ayes: Directors: Ives, Mattos, Wall**

**Noes: Directors: None**

**Abstain: Directors: None**

**Absent: Directors: Leavitt**

**Recused: Directors: None**

**Vote: 4/0/0/1/0**

**CONSENT MATTERS:**

**1. MINUTES**

a. April 16, 2026 – Regular Meeting

**2. FINANCIAL STATEMENT**

a. March 2026

**3. ACCOUNTS PAYABLE**

a. April 2026

**4. ACCOUNTS RECEIVABLE**

a. May 2026

**Motion 2**

**M: Mattos S: Wall – The Advisory Board made a motion to accept the consent items as presented.**

**Vote:**

**Ayes: Directors: Ives, Mattos, Wall**

**Noes: Directors: None**

**Abstain: Directors: None**

**Absent: Directors: Leavitt**

**Recused: Directors: None**

**Vote: 4/0/0/1/0**

## REPORTS:

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

Report on activities of interest to the District.

**Director Wall** – Looking forward to seeing the progress on Jan and O'Donnell Parks.

**Director Mattos** – Noted that the lighted signboard on Fair Oaks is getting a lot of attention.

**Chair Ives** – Commented that he has enjoyed the new pickleball courts and sees a lot of activity on them throughout the week.

### 2. \*STAFF REPORT (Yankee, Lemcke, Lofthus, and Perry)

Report on current District operations, projects, and events.

#### Park Maintenance Division

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

#### Vandalism/Graffiti:

- Graffiti removed 3 x's at Patriot's
- Broken glass at Del Campo & graffiti twice.
- Porta-john graffiti at Sutter
- Homeless camp clean-up at CP by BF 4 in the bamboo

#### Parks:

- District-wide, irrigation has been turned on just this week at 50% rates
- Seasonal herbicide applications along with aphid control on select trees throughout the District.
- Numerous irrigation adjustments and repairs throughout. From broken heads, rebuilding valves and repairing leaks.
- Light tree work and stump grinding at CP
- Light debris clean-up at CP, DC, Sutter, LS and, Jensen from North wind event this past weekend.
- Helped Jensen volunteers with irrigation needs and volunteer workday clean-up
- Cleared clogged drinking fountain drain at O'Donnell and Cardinal.
- Cleared clogged sewer at CP old outdoor restroom
- Work in the dog park removing old signage and message boards/signposts.
- Flail mowed O'Donnell Park
- Weed removal/abatement at LSCC

#### Facilities:

- Cleared storm/roof drains during rain event
- Installed new DF with bottle filler in KHO. Funding provided by the Carmichael Parks Foundation
- Door surgery on the north double glass doors at JSH
- Cleared a clogged condensate line on Chautauqua theater HVAC unit.
- Installed new shade sail on LSCC playground

#### Inspections:

- LSCC JSH kitchen hood Ansul system annual inspection
- LSCC fire hydrant annual inspection
- All facilities, fire extinguishers and playground inspections are up to date.

#### Equipment:

- CP 4000D repaired hydraulic leak and replaced mower blades.

## **Projects:**

### **Series 2023**

- CP is about wrapped up, near the end of the 90-day maintenance period and hope to have a final resolution on the pickleball courts soon. The project should go to final completion in the next 45-60 days.
- LSCC field: This project is kind of a debacle. There's been some issues with mowing the new turf and CRPD staff, including myself, have had to step in over the last week and mow the new grass. There are still discussions taking place regarding the 1-year maintenance aspect of this project and what that will actually look like and what CRPD may still have to do for maintenance during this first year. Not to mention how the District intends to maintain it beyond the 1-year agreement is a great unknown but we are working diligently to understand this and find a reasonable solution.
- Cardinal: demo has begun and the preconstruction meeting with Sacramento County took place today. The contractor is well prepared for this project, and we look forward to hopefully a smooth process and finally wrapping this project up later this year. The anticipated completion is September/October.

### **Series 2025**

- Jan Park: this project is rolling along well. The first phase of concrete is slated to be completed next week. The contractor will pull off until the misting stick arrives then remobilize to do the center part concrete, drinking fountain and misting stick. They will return a third time once the post for the swing-set arrives and install that. There are no additional costs for the contractor coming and going on this project. We still feel confident about project completion in late July or August.
- O'Donnell: This project is moving well. Contractor will begin pouring concrete paths late next week and will continue every Friday and Monday until it is completed. No issues foreseen at this time.
- CP Series II: Project is moving through planning as expected. Currently, there are no known issues.
- LS Series II: This project is currently being reimagined, and more info will be provided in the next couple of weeks to the facility committee and then finally to the Board in June. I feel good about the current direction the District is considering.

## **Recreation Division**

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

### **Community Events**

- Ribbon Cutting Carmichael Park – Thank you Chair Ives for emceeding the event. Great turnout from stakeholders and members of the general public.
- Ground Breaking Event – Wednesday, May 27th at 9am at Cardinal Oaks Park
- Food Truck Night – Taco Throwdown
  - Thank you to the Carmichael Chamber of Commerce for their event sponsorship and putting together a spring market and prizes for the food truck winner.
  - We had over 20 vendors and 250 people attend the event.
  - Next up – Asian Pacific-Islander Fusian Face-Off – June 11th from 5pm – 8pm
- Concerts in the Park – Saturdays starting May 2nd – East Wind Band kicking it off
  - East Wind Band kicked off the series on May 2nd with a record breaking first concert crowd
- Approximately 900 people attended the first concert
- Followed up by Group Therapy (approximately 800) and the David Perez Band (approximately 400) the next two weeks.
- This Saturday we have a country band – Outlaws & Angels, Carmichael Park Bandshell area 6pm – 8pm

### **Youth Development:**

- Summer Camp Registration off to a good start
- 8-12 year old camp has good registration with many of our younger camp participants moving up. Good sign that we are getting repeat attendance from last summer
- Placing a social media ad next week to try to attract new customers, aiming at the younger (5-7) age group.
- KHO Averaging 40 children per week – Registration down – feedback is less programming due to financial constraints.
- Classes:
- Hiring new instructors to teach special interest classes – art, dance, tennis, pickleball, etc.
- New Toddler classes Early Explorers and Music Makers started in May
- Flag Football contracted program with i9 sports is going well with 40 participants (up from 19 last spring).

### **Sports:**

- Finishing our spring volleyball clinics
- Promoting our youth summer sports camps for basketball and volleyball
- Completing spring adult leagues and registering for summer leagues

### **Pickleball Court Rentals**

- 16 Rentals – 5 in May

### **Carmichael Chamber of Commerce**

- I applied for a board position with the Carmichael Chamber of Commerce and was sworn in this week. I'm looking forward to:
- Building meaningful relationships with more local business owners
- Increasing awareness of Park District programs, events, and community impact within the business community
- And creating mutually beneficial opportunities that support both businesses and community services.

### **Administrative Division**

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

### **Finance:**

- Submitted the approved budget to the County, worked out kinks to ensure a balanced budget.
- Completed full contracts for Jan and O'Donnell construction, working on polishing up Cardinal Oaks
- RFP for Districtwide Landscape Services
- Received and uploaded the final audit
- Prepping for fiscal year end
- Met with Rick from Oppenheimer to start the wheels for the next bond issuance

### **HR**

- Getting together paperwork for the next CAPRI Audit in June
- Cleaning up old files both physical and digital, including updating record cards as people retire
- Worked on reset of training and tracking completions
- Rehire of Summer staff
- Full update of Independent Contractor Contract and Proposal Form
- Working on updating Conflict of Interest policy, Form 700 Guidelines

## **District Administrator Overview**

*District Administrator Stacey Yankee reported on District highlights*

### **1. Community and Partner Meetings**

- Attended monthly meetings with Carmichael Parks Foundation, the Carmichael Improvement District, and Inside Carmichael with the Chamber.
- Presented at the Kiwanis Club of Carmichael May 13 meeting to discuss Measure G Projects in the district.

### **2. Pool Feasibility Study**

- Pool Feasibility Study meetings have been continuing with Cumming Group, and Councilman Hunsaker. Pool site concepts and splash park concepts have both been developed. Another community survey went live today for input on the concepts and the costs associated with construction and long term maintenance of both a swimming pool and a splash park. The survey will be live until May 29.

### **3. Carmichael Park Dog Park**

- The Carmichael Parks Foundation has formed a committee to work with district staff on improvements to the Dog Park at Carmichael Park. Fundraising for those improvements at the dog park will start with a Paws and Petals Garden Costume Parade and walkathon happening on May 30 at 9am at the lawn space closest to North Ave just south of the dog park.

### **4. Quarterly Meeting with Supervisor Desmond and Sacramento Sheriff's Office**

- Met with Supervisor Desmond, the Sacramento Sheriff's Office and other General Managers from local park districts to discuss coordination of safety in our local park districts. Two detectives from the gang unit of the Sheriff's Office were in attendance to answer our questions as well.

### **5. State of the PBID Annual CID Dinner**

- Attended the State of the PBID Annual CID Dinner with district staff representing all the divisions to receive the Visionary Award for 2026 on behalf of CRPD. Staff were very excited to be honored with this award for all the improvements happening within the district.

### **6. La Sierra Insurance Claim**

- We received what we believe to be the final insurance claim payment from CAPRI today for the overflow claim that happened at La Sierra in 2020.

### **7. Residential Development Impact Fee Deferral Program with Sacramento County for SB 937**

- I met with Sacramento County representatives and other local park district administrators to discuss Sacramento County's plans to implement a Residential Development Impact Fee Deferral Program for SB 937. Sacramento County staff were alerting local park districts to some proposed guidelines which would cause a change to the way Sacramento County collects these fees which include park impact fees, basically deferring the time of collection. As a dependent county district, we may have to follow the direction of how the county BOS vote on this action item. The county is discussing with county counsel next steps. I will alert the AB when I have more information on this item and if our AB needs to hold a vote on this matter.

### **8. PRA**

- We received a PRA concerning a CLL t-ball field that was one of the fields under construction as part of the Measure G Bond Project at La Sierra. We are working through the list of documents which were requested.

**9. Look Ahead**

- Board Directors participation with Carmichael Parks Foundation Meetings (2nd Tuesday of the month at 12:30pm)  
 June 9                      Director Wall  
 July 14                     Director Leavitt

**PRESENTATION ITEM:**

- \*BOND FUND DISCUSSION (Yankee)**  
 Discussion on the 2022 GO Bond activities.

**1.Meetings**

Ongoing weekly and bi-weekly meetings with Cumming Group and MTW Group.

**2. Bond Series 2023 Projects**

Cardinal Oaks construction contractor paperwork has been finalized, and groundbreaking is set for May 27 at 9am.

Carmichael Park pickleball court is being evaluated, and replacement sod is to be installed in some areas.

Construction work and maintenance on the soccer field at La Sierra Community Center continues with staff spending many days on the mowers helping to maintain the field.

**3. Bond Series 2025**

O'Donnell Heritage Park, and Jan Park construction contractor paperwork has been finalized and construction has started.

Carmichael Park phase 2 is still in permitting with Sacramento County.

La Sierra Community Center phase 2 design is still being evaluated for options for paving. Park Services Manager Perry and myself met with Directors Wall and Leavitt to discuss their concerns with the design as well.

**UPCOMING 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, June 18, 2026, at 6:00 pm, in Community Clubhouse #2 at Carmichael Park and Via Zoom.

**2. \*Special Meeting –**

Discussion: The Finalized Budget meeting must be held prior to the beginning of August; look at possible dates in the last week of July to hold a special meeting.

**ADJOURNMENT – The meeting was adjourned by Chair Ives at 7:40pm.**

Respectfully submitted by:

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

APPROVED BY:

ATTESTED BY:

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CHRIS IVES  
CHAIR OF THE BOARD

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