



AGENDA
ADVISORY BOARD OF DIRECTORS
REGULAR MEETING—HYBRID
Thursday, May 16, 2024, 6PM
Carmichael Park Clubhouse #2
Carmichael Park
5750 Grant Avenue
Carmichael, CA 95608

Via Teleconferencing, To Join:
<https://us02web.zoom.us/j/87249850507?pwd=OEhsRENTd2FGK2p1Z08xcjFEMTZyZz09>

Meeting ID: 872 4985 0507
Passcode: 805174

Directors: Carroll, Ives, Leavitt, Levine, 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. 2022 BOND SERIES 2023 PROGRAM (Blondino/Huy Hoang/Perry)**
Recommendation to accept the bid proposals responsive to advertised RFPs; award Contracts for Landscape Architectural Design Services; delegate authority to the District Administrator or designee to execute the Contract for the following Parks:
 - a. Carmichael Park, located at: 5750 Grant Avenue, Carmichael, CA 95608; Contract #24-0013 to MTW Group, Inc., in an amount not to exceed \$114,925, Design for: Veteran’s Memorial Building demolition of existing playground and new playground, Phases I & II of paving upgrades, new outdoor restroom, and converting 2 tennis courts into 6 pickleball courts
 - b. La Sierra Community Center, located at 5325 Engle Road, Carmichael, CA 95608; Contract #24-0014 to MTW Group, Inc., in an amount not to exceed \$261,755, Design for: Task #1 – natural turf soccer field, drainage, and irrigation and Task #2 – canopy areas roofing and HVAC Phases I-IV (up to \$358k HVAC Upgrades)
 - c. Cardinal Oaks Park, 5292 El Camino Avenue, Carmichael, CA 95608; Contract #24-0015 to Callander Associates Landscape Architecture, Inc. (CALA) in an amount not to exceed \$174,415.50, Design for: demolition and grading of existing play area, new playground, ADA - paths/walkways, drinking fountain, security/pedestrian lighting, and parking Lot
 - d. Glancy Oaks Park, located at: 5292 Glancy Oaks Drive, Carmichael, CA 95608; Contract #24-0016 to WDSL, in an amount not to exceed \$81,635, Design for: demolition and grading of existing play area, new playground, ADA – paths/walkways, and drinking fountain.

Proposed: Approve Staff, Ad-Hoc Committee, and CM Recommendations

2. LA SIERRA COMMUNITY CENTER LEASE, SUITE 110 – CHAUTAUQUA PLAYHOUSE, INC. (Blondino/Penney)

Non-profit, performing arts theatre group, leasing 6,122 sf @ \$0.41/per sf

Current Term: January 1, 2023 to December 31, 2025

Extended Term: 2 -year option, January 1, 2026 to December 31, 2028

Recommendation to approve a request made by Chautauqua for a temporary 50% reduction to the total monthly lease rental amount from \$2,510.02 to \$1,255.01 over the next four to six months.

Proposed: Approve Staff Recommendation

3. CRPD BENEFIT ENHANCEMENTS AND COST PROPOSAL (Blondino/Campbell/Penney)

Recommendation of the EE Benefit Committee, Management, Advisory Board Budget and Personnel Committees to approve monetary and non-monetary benefit enhancements which include Personnel Policy and Procedure changes, and budget allocations for various employee benefit programs.

Proposed: Approve Staff, Budget Committee, and Personnel Committee Recommendations

CONSENT MATTERS:

1. MINUTES

April 18, 2024 – Regular Meeting

2. FINANCIAL STATEMENT

March 2024

3. ACCOUNTS PAYABLE

April 2024

4. ACCOUNTS RECEIVABLE

May 2024

5. POP STAT REPORT

April 2024

6. MOU BETWEEN CRPD AND MORPD

MOU promotes working together on programs and sharing equipment to improve efficiency and create opportunities for cost savings. Term: May 1, 2024 to April 30, 2029

REPORTS:

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

Report on activities of interest to the District.

Proposed: Receive Presentation

2.* STAFF REPORT (Blondino, Lofthus, Penney, and Perry)

Report on current District operations, projects, and events.

Proposed: Receive Presentation

ACTION ITEMS (cont.):

4. RECRUITMENT SERVICES – CONTRACT #24-0007 (Blondino)

Recommendation to accept the bid proposal responsive to RFP dated April 2, 2024 for the District Administrator Recruitment Services and award Contract #24-0007 to GVP Ventures Inc., dba Bob Murray and Associates, in an amount not to exceed \$30,000; delegate authority to the District Administrator or designee to execute the Contract.

Proposed: Approve Staff and Ad-Hoc Committee – DA Recruitment Recommendation

PRESENTATION ITEM:

- 1.* **BOND FUND DISCUSSION (Blondino)**
Discussion on the 2022 GO Bond activities.
Proposed: Receive and file.

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, June 20, 2024, at 6:00 pm, in Community Clubhouse #2 at Carmichael Park and Via Zoom.

ADJOURNMENT

Posted on May 10, 2024 by:

Ingrid S. Penney, Administrative Services 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.