

**CARMICHAEL RECREATION AND PARK DISTRICT  
MINUTES: ADVISORY BOARD OF DIRECTORS  
APRIL 24, 2014 SPECIAL MEETING**

**Directors: Arredondo-Carroll, Borman, Dax-Conroy, Rockenstein, and Younger**

**CALL TO ORDER:** The special meeting of the Carmichael Recreation and Park District Advisory Board of Directors was called to order at 6:30 p.m. by Chairman Rockenstein.

**ROLL CALL:**

Directors Present: Arredondo-Carroll, Borman, Dax-Conroy, Rockenstein and Younger  
Directors Absent: None  
Staff Present: Smith, Kerth, Maddison and Penney  
Staff Absent: None

**PLEDGE OF ALLEGIANCE** – Chairman Rockenstein led the Pledge of Allegiance

**PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION ON ITEM(S) SCHEDULED ON THE AGENDA** – Joan Komaromi reiterated her request made 1 ½ years ago for a bridge for Schweitzer Grove Nature Area to be considered for the District budget.

**ACTION ITEMS:**

**1. PROPOSED PRELIMINARY BUDGET FY2014-15 (Smith/Penney)**

A recommendation was made to approve the proposed preliminary budget for FY2014-15, a total of \$3,847,149; to submit to and recommend adoption by the Sacramento County Board of Supervisors.

Administrator Smith provided an overview of the process used to develop the preliminary budget, which involved input from managers and review and approval to recommend by the Budget Committee. The final budget for FY 2013-14 was used as a baseline and then modified by any known changes. Projected revenue and expenses for FY 2014-15 were then applied to establish a new baseline. Based on these criteria, an additional \$198,416 was available for operations or other needs. The budget proposal included a 3% COLA for FTE, restoration of the Managers' salaries, augmentation to recreation services and supplies, addition of a lease purchase for a mower, and an increase to Contingency.

Penney highlighted details of the proposal, which included presentation of the estimated year end revenue and expenditures for FY2013-14, identification of the carry-over fund balance, summation of projected revenue and expenditures for FY 2014-15 and percentage ratios of overall budget. Addressed the following:

Revenues - Projected increase of 4.5% to property tax (secured), anticipated increase from building rentals from tenant leases, and identified in-lieu fees and donations to fund the Sutter-Jensen Improvement along with current uncommitted balances of in-lieu fees and of park impact fees.

Expenditures - Request for a 3% COLA for FTE, the last COLA was approved in 2008, 9.2% has accumulated through June 2013; restoration of the Managers' salaries, current reductions have been in place since September 2012; account for the increase in the minimum wage and workers compensation; account for the increase to liability/property coverage based on market changes and utilities based on trends; reductions for office equipment and other professional service based on estimated needs; augment supplies to account for service needs and the purchase of replacement curtains for the Smith Hall at

La Sierra Community Center and the Community Clubhouse at Carmichael Park; meet debt service for long-term lease obligations and request for the lease purchase of a mower, improvements to Sutter-Jensen funded through in-lieu fees and donations, and an increase to Contingency.

Director Carroll supported the restoration of the Managers' salaries but did not feel that it was the right time to approve a COLA for FTE, especially in light of the recent meetings on the proposed assessment.

Director Younger commented about the projected water costs and questioned whether the Carmichael Water District had completed the water connection modifications that had been requested. Staff said yes. He also supported his recommendation re: a COLA for FTE, stating that the proposed assessment is a separate fund, if passed and adopted, to be used for capital improvements, security and safety, and increased maintenance service not to augment the District's existing general fund; that District staff has been expected to do more and accomplished so much with so little and is woefully underpaid.

Director Conroy also supported the recommendation for a COLA FTE, indicating that the COLA doesn't apply only to Management but for the rank and file too; that there has not been a COLA since 2008. She asked for clarification about the benefit cost savings whether the savings were in workers compensation or health coverage. Staff responded that savings were to health insurance coverage.

Pam Pinkston, resident – questioned the loan with Mission Oaks RPD, whether from or to, what was it used for; whether the assessment would be used to hire maintenance personnel. Staff response – the loan was from the Mission Oaks RPD to our District for improvements at La Sierra Community Center to able to lease the space to tenants and related soft costs. There is no plan to hire maintenance employees through the assessment.

Chairman Rockenstein shared the boards' goal for the District general fund to increase Contingency and pay down the loans; thought that board maybe look at COLA FTE now, later, partial or not at all;

Director Conroy suggested a compromise of a COLA FTE of 1 1/2 % now and re-visit in the future.

Director Carroll was not comfortable with recommending a COLA FTE at this time; acknowledged that staff is deserving of COLA and perhaps deserving of even more

Director Younger suggested that the board table the COLA FTE for now and take up the issue again during final budget discussions in July; allocating the \$44,585 identified for the COLA FTE to Contingency.

Director Borman questioned whether a portion or all of the \$44,585 could be used to buy a trailer for the mower. It was the consensus of the Advisory Board that the best use would be to augment Contingency.

### **MOTION 1**

**M: Younger S: Conroy – The Advisory Board voted to: Approve and recommend to the Sacramento County Board of Supervisors the proposed preliminary budget for FY 2014-15, a total of \$4,037,062, as amended; that the \$44,585 identified for a COLA for FTE be transferred to Contingency; that further consideration of the COLA proposal be continued to the July Meeting.**

**Proposed Preliminary Budget approved, as follows:**

REVENUE TOTAL:	3,847,149	EXPENDITURES TOTAL:	3,847,149
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Carry-over Fund Balance:	268,026	Operations:	3,170,348
		Salaries/Benefits:	2,235,822
Taxes:	1,572,401	Services & Supplies:	934,526
Use of Money/Property:	1,261,131	Interest & Assessments:	336,760
Aid-Gov'n't Agencies:	56,000	C-I-P:	69,911
Charges for Service:	635,000	Contingency:	270,130
Other Revenue:	<u>54,591</u>		
Total:	3,847,149	Total:	3,847,149

**TIME AND PLACE OF NEXT MEETING:**

- 1. Special Meeting**  
Proposed: Thursday, May 8, 2014 at 6:00 pm, Community Clubhouse #2, at Carmichael Park
- 2. Regular Meeting**  
Proposed: Thursday, May 15, 2014 at 6:00 pm, Community Clubhouse #2, at Carmichael Park

**ADJOURNMENT** – The meeting was adjourned at 7:30 p.m.

Respectfully submitted,  
  
Ingrid S. Penney,  
Administrative Services Manager

APPROVED BY:

ATTESTED BY:

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MICHAEL ROCKENSTEIN  
CHAIRMAN OF THE BOARD

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BETTY PHILLIPS  
Administrative Secretary  
Clerk of the Advisory Board of Directors