

**CARMICHAEL RECREATION AND PARK DISTRICT  
MINUTES: ADVISORY BOARD OF DIRECTORS  
AUGUST 4, 2022 SPECIAL MEETING**

**Directors: Carroll, Ives, Judd, Levine, and Rockenstein**

**CALL TO ORDER:** The special meeting of the Carmichael Recreation and Park District Advisory Board of Directors was called to order at 6:00 pm by Chair Carroll.

**PLEDGE OF ALLEGIANCE:** Pledge led by Chair Carroll

**ROLL CALL:**

Directors Present: Carroll, Ives, Levine, and Rockenstein  
Directors Absent: Judd - excused  
Staff Present: Blondino, Lofthus, Penney, and Perry

**PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION ON ITEM(S) SCHEDULED ON THIS AGENDA ONLY. – None**

**1. FY2022-23 ADOPTED BUDGET PROPOSALS (Blondino/Penney)**

Staff made a presentation of the adjustments/updates to the approved/adopted Recommended Budgets for FY2022-23 due to increases to carry-over fund balance and updated program revenue and expenditure projections.

Following the presentation, the item was discussed by the Advisory Board and then opened for public comment. After discussion, questions, and comments.

**Motion 1**

**M: Rockenstein S: Levine – The Advisory Board voted to approve the Budget Committee and Staff recommendation to approve the adjustments/updates to the FY2022-23 Budget as presented; for final approval and adoption by the County Board of Supervisors; to approve the updated Salary Schedules for Full time positions effective July 1, 2022 and Part time positions effective January 1, 2023; to approve the District’s Capital Improvement Program for FY2022-23; to authorize the District Administrator to initiate Request for Proposals as required or necessary as presented. Unanimous.**

**FY2022-23 RECOMMENDED BUDGET ADJUSTMENT/UPDATE SUMMARIES**

|   |                  |  |           |                  |
|---|------------------|--|-----------|------------------|
| <b>GENERAL FUND REVENUE<br/>TOTAL: 337A</b> | <b>7,304,406</b> | <b>GENERAL FUND EXPENDITURES<br/>TOTAL: 337A</b> |           | <b>7,304,406</b> |
| Carry-over Fund Balance:                    | 1,175,390        | Operations:                                      |           | 5,427,311        |
| Taxes:                                      | 2,473,750        | Salaries/Benefits:                               | 3,188,932 |                  |
| Use of Money/Property:                      | 1,456,327        | Services & Supplies:                             | 2,238,379 |                  |
| Intergovernmental:                          | 481,591          |  |           |                  |
| Charges for Service:                        | 724,750          | C-I-P:   |           | 1,268,400        |
| Other Revenue:                              | 962,598          | Capital Equip:                                   |           | 140,400          |
| Gain on Fixed Asset:                        | 30,000           | Interfund Charges – OP Transfer                  |           | -31,705          |
|   |                  | Contingency:                                     |           | 500,000          |
| <b>Total:</b>                               | <b>7,304,406</b> | <b>Total:</b>                                    |           | <b>7,304,406</b> |

|  |                |  |        |                |
|--|----------------|--|--------|----------------|
| <b>ASSESSMENT FUND REVENUE<br/>TOTAL: 337B</b> | <b>279,514</b> | <b>ASSESSMENT FUND EXPENDITURE<br/>TOTAL: 337B</b> |        | <b>279,514</b> |
| Carry Over Fund Balance:                       | 279,014        | Other Professional Services:                       |        | 30,394         |
| Interest Earnings:                             | 500            | Master Plan CEQA:                                  | 5,394  |                |
|  |                | Financial Advisory Svc:                            | 25,000 |                |
|  |                | Election Services                                  |        | 40,000         |
|  |                | CIP:   |        | 175,000        |
|  |                | Operating Transfer Out                             |        | 31,705         |
|  |                | Contingency:                                       |        | 2,415          |
| Total:   | <b>279,514</b> | Total:   |        | <b>279,514</b> |

**Vote:**

**Ayes: Directors: Rockenstein, Ives, Levine, and Carroll**

**Noes: Directors: None**

**Abstain: Directors: None**

**Absent: Directors: Judd**

**Recused: Directors: None**

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

**TIME AND PLACE OF NEXT MEETING:**

**1. Regular Meeting**

Proposed: The next regular meeting of the Advisory Board of Directors is scheduled for Thursday, August 18, 2022, at 6:00 pm, in Community Clubhouse #2 at Carmichael Park and/or Via Zoom.

**ADJOURNMENT –** The meeting was adjourned at 6:45 PM.

Respectfully submitted,

Ingrid S. Penney, Administrative Services Manager  
For Clerk of the Advisory Board of Directors

APPROVED BY:

ATTESTED BY:

\_\_\_\_\_  
JOYCE CARROLL  
CHAIR OF THE BOARD

\_\_\_\_\_  
Ingrid Penney, Administrative Services Manager  
for Clerk of the Advisory Board of Directors