

CARMICHAEL RECREATION & PARK DISTRICT  
ADJUSTMENTS TO RECOMMENDED BUDGET PROPOSAL  
FOR FUNDS 337A & 337B

AND

GO BOND SERIES A-1 AND A-2 (FUNDS 337L, 337M, AND 337N)

FY2023-24

OUTLINE/NOTES

Presentation covers FY2022-23 Actual Year End Revenues and Expenditures and adjustments to the Recommended Budget for FY2023-24.

FY2023-24 Adjustments for Recommended Budget\_General Fund 337A: Draft will Focus on proposed updates to operations budget, committed CIP, and proposed CIP List using Bond proceeds for 2023 Series A-1 and A-2.

FY2023-24 Adjustments for Recommended Budget\_Assessment 337B: Draft will update the amount of the transfer of remaining funds to the General Fund 337A.

| CARMICHAEL RECREATION AND PARK DISTRICT |                               |                    |                     |                     |                       |                    |                     |
|---|-------------------------------|--------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| GENERAL FUND SUMMARY - FUND 337A        |                               |                    |                     |                     |                       |                    |                     |
| ACCT NO                                 | ACCT TITLE                    | ADOPTED<br>2022-23 | EST YE<br>2022-2023 | ACTUAL<br>2022-2023 | RECMNDED<br>2023-2024 | ADOPTED<br>2023-24 | ADOPTED vs<br>RECMD |
| <b>REVENUES</b>                         |                               |                    |                     |                     |                       |                    |                     |
| 9100 Series                             | Property Taxes                | 2,473,750          | 2,482,044           | 2,563,982           | 2,551,448             | 2,623,090          | 71,642              |
| 9400 Series                             | Building Rentals+             | 1,456,327          | 1,425,309           | 1,483,798           | 1,483,000             | 1,574,000          | 91,000              |
| 9500 Series                             | Intergovernmental/ Park Fees+ | 541,591            | 85,520              | 254,885             | 438,000               | 1,066,967          | 628,967             |
| 9600 Series                             | Rec Program Charges+          | 724,750            | 501,800             | 611,135             | 576,500               | 619,500            | 43,000              |
| 9700 Series                             | Other - Don, Insurance+       | 962,598            | 883,230             | 1,219,030           | 75,500                | 178,323            | 102,823             |
| 9800 Series                             | Surplus Sales                 | 30,000             | -                   | -                   | -                     | -                  | -                   |
|   |                               | 6,189,017          | 5,377,903           | 6,132,831           | 5,124,448             | 6,061,880          | 937,432             |
|   | <b>FUND BALANCE</b>           | 1,175,390          | 1,175,390           | 1,175,390           | 1,135,281             | 1,659,230          | 523,949             |
|   | <b>TRNSFR IN/OUT RESERVES</b> |                    |                     |                     |                       | (100,000)          | (100,000)           |
| <b>TOTAL REVENUES</b>                   |                               | <b>7,364,406</b>   | <b>6,553,292</b>    | <b>7,308,220</b>    | <b>6,259,729</b>      | <b>7,621,110</b>   | <b>1,361,381</b>    |
| <b>EXPENDITURES</b>                     |                               |                    |                     |                     |                       |                    |                     |
| 1000 Series                             | Salaries & Benefits           | 3,188,932          | 2,778,351           | 2,719,609           | 3,135,252             | 3,380,834          | 245,582             |
| 2000 Series                             | Services & Supplies           | 2,238,379          | 1,964,442           | 1,978,343           | 2,119,477             | 2,477,458          | 357,981             |
| 4200 Series                             | CIP                           | 1,328,400          | 661,503             | 913,049             | 470,000               | 1,201,790          | 731,790             |
| 4300 Series                             | Capital Equipment             | 140,400            | 45,420              | 78,527              | 35,000                | 232,631            | 197,631             |
| 5000 Series                             | Interfund Transfers           | (31,705)           | (31,705)            | (31,705)            | (147,693)             | (171,603)          | (23,910)            |
| 7900 Series                             | Contingency                   | 500,000            | -                   | -                   | 647,693               | 500,000            | (147,693)           |
| <b>TOTAL EXPENDITURES</b>               |                               | <b>7,364,406</b>   | <b>5,418,011</b>    | <b>5,657,823</b>    | <b>6,259,729</b>      | <b>7,621,110</b>   | <b>1,361,381</b>    |

Projections:

**General Fund 337A: \$7,621,110, adjustment increase of \$1,361,381**

- Revenue FY2023-24: Assumptions include:

Actual Fund Balance: **\$1,659,230**; increase of \$523,949 – the difference between actual revenue with last years' carryover fund balance and expenditures for FY2022-23.

**Proposal:** Transfer of **\$100k** to establish Unrestricted Reserves for CIP/Equipment future replacements.

**Property taxes (#s 91-Series): \$2,623,090**

An increase of **\$71,642** difference; recommending approximately 3% increase to Current/Secured recommended. (Conservative projection; Assessors Roll estimating 4.8% Growth)

Actual growth from FY2021-22 to FY2022-23: **6.5%**

**Slight Changes to Tenant Leases and Program Revenue (#s 94- & 96- Series):**

- Tenant income – **\$1,305,000, \$40k** increase, includes the escalator and negotiated rates based on Utilities & Services Rate Study.  
Ground Lease - \$6K, revenue for a sublease on the Cell Tower at LSCC
- Program revenue – **\$878,000**
  - Daily rentals – **\$45k increase**; reflects Recreation Division projections; allocation includes monthly rent from CAPRA and Jensen. Daily rentals trend is up; Cypress Room is available again.
  - Recreation Service Charges – **\$43k increase**; based on Trend; assumptions still allow for opportunities.
  - Operation expenditures are tied to Program Revenue; therefore, if the daily rentals or recreation service charges do not meet targeted levels, the expenditures will not be made. If the revenue projections are not made, then we are limited on how we can support these programs.

**Aid from Other Local Government Agencies (#95952200): \$723,967**, an increase of **\$628,967** tied to the CIP. See Park Fees Summary.

**Insurance Proceeds (#97974000): \$112,823**, an increase of **\$102,823**

- Reflects the estimated remaining budget (\$102,823) for the LSCC 800 Wing; CAPRI will reimburse for the Property Damage claim based on updated construction/soft cost estimates.
- Includes dividends and/or overpayment on deposit premium for Insurance programs (\$10k).

- Expenditures FY2023-24: **\$7,621,110**, increase of **\$1,361,381**; assumptions include:
  - SW & Benefits (#10-Series): **\$3,380,834**, increase of **\$245,532**; includes updated benefit rates and additional staff positions.

Staff recommends the following changes:

- New hire/reclassification at **10/1/2023**:
  - Re-budget the Finance Supervisor/Analyst position, regular full-time exempt, salary/benefits: **\$105,602**; (full year: \$140k)
  - Continue to implement the Parks Division Re-organization Plan – Hire a Lead (Facilities) position, regular full-time non-exempt; salary/benefits: **\$93,037** (full year: \$125K)
  - Reclassify RPT Recreation Coordinator (Sports) to RFT nonexempt, salary/benefits: **\$34,761** (full year: \$59k)
- Propose augmenting by **\$5,463** salary/benefits to Seasonal positions for potential Minimum Wage increase **1/1/2024**.
- Workers Compensation Deposit premium: **\$65,939, \$9,042 increase**
- Services & Supplies (#20-Series): **\$2,477,458**, an aggregate increase of **\$357,981**

Here are the substantive changes:

- Liability Insurance – **\$254,041, \$40,758 increase**; represents actual premium for FY2023-24
- Agricultural & Horticultural Services – **\$254,041, \$60k increase**; landscape contract increase, three sites for sheep/goats to graze; tree maintenance; turf maintenance program.
- Building/Carpentry Service – **\$112,389, \$72,389 increase**; needed to contract for refinishing the hardwood floors in the LSCC Sierra Rooms and Gyms; Window cleaning (JSH), and Scoreboard repairs
- Electrical Supplies – **\$11,500, \$4k increase**; estimate
- Utilities – **\$16,328 aggregate decrease** reflecting known rate increases, **offset by reduced water costs.**
- Automotive Services – **\$22k, \$11k increase**; increase needed for Mower & other automotive/ equipment repairs.
- Expendable Tools – **\$9K, \$2,500 increase**; needed for additional staffing levels
- Office Equipment Maintenance Svc/Sup – **\$24,900, \$6,600 decrease**; based on Trend and needs
- Clothing/Personnel Supplies – **\$7,500, \$2k increase**, needed for additional staffing levels
- Custodial Services & Supplies – **\$135k, \$23k increase**; 3% contract increase, facilities – fully operational
- Accounting/Financial Services – **\$56,326, \$31,326 increase**; increase covers the estimated cost of the GO Bond Series A-1 and A-2 County service fees.
- Security Services – **\$172,600, \$40k increase**, increase covers the cost of Security Cameras & monitoring with remaining portion under District wide other improvements.
- Other Professional Services – **\$56,600, \$46,500 increase**; covers the cost of DA recruitment, Master Plan CEQA/Fish & Game, and Architectural services (Facility)

- Recreation Supplies – **\$83,352, \$32,500 increase** for additional supplies (i.e., chairs/tables replacement, pop up tent replacement, etc.)
  - Other Operating Services – **\$29,326, \$13,826 increase**; based on Trend and (CR/DR card fees for online registration)
- Capital Projects: **\$1,201,790, increase of \$731,790** (See Equip & CIP Lists)  
Capital Equipment: **\$232,631 increase of \$197,631** for replacement purchase of Sound systems for LSCC & CP, Mower, and Truck. (The turf cart originally delayed and rebudgeted, ended up arriving and being purchased in FY2022-23.)
  - Interfund Charges-OP Transfer Out: **(\$171,603), increase of \$23,910** represents a transfer of the remaining fund balance Assessment Fund 337B to the GF 337A.
  - Contingency: **\$500k** maintained (transferred out the \$147,693 that was allocated temporarily until a recommendation was made at final. (recommendation includes repayment of the General Fund for two projects [CP Dog Park Shade and BB Court Improvements \$45k), purchase of a Mower \$121k+, and towards the Master Plan CEQA/Fish and Game fees \$5K+]).

**Assessment Fund: \$171,603, an increase of \$37,937**

- Fund Balance: \$171,603 – Transfer to General Fund 337A

| CARMICHAEL RECREATION AND PARK DISTRICT |                    |                     |                |
|---|--------------------|---------------------|----------------|
| ASSESSMENT FUND SUMMARY - FUND 337B     |                    |                     |                |
| ACCT #/ACCT TITLE                       | ADOPTED<br>2022-23 | ACTUAL<br>2022-2023 | BALANCE        |
| <b>EXPENDITURES</b>                     |                    |                     |                |
| 20259100 OTHER PROF SVC                 | 30,394             | 30,000              | 394            |
| 20281700 ELECTION SVC                   | 40,000             | 34,422              | 5,578          |
| 20 - SERVICES AND SUPPLIES              | 70,394             | 64,422              | 5,972          |
| 42420200 STRUCTURES                     | 175,000            | 19,500              | 155,500        |
| 42 - CIP                                | 175,000            | 19,500              | 155,500        |
| 50 - INTERFUND CHARGES                  | 31,705             | 31,705              | -              |
| CONTINGENCY                             | 2,415              | -                   | 2,415          |
| <b>TOTAL EXPENDITURES</b>               | <b>279,514</b>     | <b>115,627</b>      | <b>163,887</b> |
| <b>REVENUES</b>                         |                    |                     |                |
| 94941000 INTEREST INCOME                | 500                | 8,216               | 7,716          |
| <b>TOTAL REVENUES</b>                   | <b>500</b>         | <b>8,216</b>        | <b>7,716</b>   |
| <b>FUND BALANCE</b>                     | <b>279,014</b>     | <b>107,411</b>      | <b>171,603</b> |

CAPITAL PROJECT FUND 337L  
G.O. BOND 2022 – SERIES A-1 (Tax Exempt) 9337400  
A-2 (Taxable) 9337500

| ACCT NO             | ACCT TITLE                         | 2022-23<br>EST YE | 2022-23<br>ACT YE | 2023-24<br>RECMD | 2023-24<br>ADJ FNL | DIFF    | NOTES/COMMENTS                 |
|---------------------|------------------------------------|-------------------|-------------------|------------------|--------------------|---------|--------------------------------|
| <b>EXPENDITURES</b> |                                    |                   |                   |                  |                    |         |                                |
| 2000's              | SERVICES & SUPPLIES                |                   |                   |                  |                    |         |                                |
| 20259100            | Other Professional Svcs - 9337400  | -                 | -                 | 60,000           | 60,000             | -       | CONSTRUCTION MANAGEMENT        |
| 20271000            | Bond Issuance Costs - 9337400      |                   | 143,838           |                  |                    | -       |                                |
|                     | Taxable - 9337500                  |                   | 119,261           |                  |                    | -       |                                |
|                     | OBJECT TOTAL                       | -                 | 263,099           | 60,000           | 60,000             | -       |                                |
| 4000's              | FIXED ASSETS                       |                   |                   |                  |                    |         |                                |
| 42420100            | Structures and Buildings - 9337400 | -                 | -                 | 1,126,000        | 1,126,000          | -       | SEE CIP LIST                   |
|                     | Taxable 9337500                    | -                 | -                 | 2,237,000        | 2,237,000          | -       | " "                            |
| 42420200            | Imp Other than Bldngs - 9337400    | -                 | -                 | 4,218,924        | 4,218,924          | -       | " "                            |
|                     | Taxable 9337500                    | -                 | -                 | 2,233,293        | 2,233,293          | -       | " "                            |
|                     | OBJECT TOTAL                       | -                 | -                 | 9,815,217        | 9,815,217          | -       |                                |
|                     | EXPENDITURE TOTAL - 9337400        |                   | 143,838           | 5,404,924        | 5,404,924          | -       |                                |
|                     | Taxable - 9337500                  | -                 | 119,261           | 4,470,293        | 4,470,293          | -       |                                |
|                     |                                    |                   | 263,099           | 9,875,217        | 9,875,217          |         |                                |
| <b>REVENUES</b>     |                                    |                   |                   |                  |                    |         |                                |
| 94941000            | Interest Income 9337400            | 8,985             | -                 | 35,939           | 44,924             | 8,985   | Interest earnings through Pool |
|                     | Interest Income 9337500            | 7,175             | -                 | 28,698           | 35,873             | 7,175   | Interest earnings through Pool |
|                     | OBJECT TOTAL                       | 16,160            | -                 | 64,637           | 80,797             | 16,160  |                                |
| 98987000            | Capital Project Fund - 9337400     |                   | 9,612,210         |                  |                    | -       |                                |
|                     | Taxable - 9337500                  |                   |                   |                  |                    | -       |                                |
| 98987001            | Premiums on Debt 9337400           |                   | 445,309           |                  |                    | -       |                                |
|                     |                                    |                   | 10,057,519        |                  |                    | -       |                                |
|                     | BUDGET TOTAL                       | 16,160            | 9,794,420         | 64,637           | 80,797             | 16,160  | Combined Interest Earnings     |
|                     | FUND BALANCE -9337400              | 5,360,000         | 5,360,000         | 5,368,985        | 5,360,000          | (8,985) | FB Carry over from FY2022-23   |
|                     | FUND BALANCE -9337500              | 4,434,420         | 4,434,420         | 4,441,595        | 4,434,420          | (7,175) | FB Carry over from FY2022-23   |
|                     | TOTAL PROJECTION                   | 9,810,580         | 9,794,420         | 9,875,217        | 9,875,217          | -       |                                |

Capital Project List (separate document)

DEBT SERVICE FUND 337M  
G.O. BOND 2022 – SERIES A-1 (Tax Exempt) 9337200

| ACCT NO             | ACCT TITLE                      | 2022-23<br>EST YE | 2022-23<br>ACT YE | 2023-24<br>RECMD | 2023-24<br>ADJ FNL | DIFF  | NOTES/COMMENTS                 |
|---------------------|---------------------------------|-------------------|-------------------|------------------|--------------------|-------|--------------------------------|
| <b>EXPENDITURES</b> |                                 |                   |                   |                  |                    |       |                                |
| 30 - OTHER CHARGES  |                                 |                   |                   |                  |                    |       |                                |
| 30321000            | Interest Expense - 9337200      | -                 | -                 | 225,567          | 225,567            | -     | Interest Only Expense          |
| 30323000            | Bond/Loan Redemption - 9337200  | -                 | -                 | -                | -                  | -     |                                |
|                     | OBJECT TOTAL                    | -                 | -                 | 225,567          | 225,567            | -     |                                |
| 79790100            | Appropriation for Contingencies | -                 | -                 | 179,714          | 179,714            | -     |                                |
|                     | OBJECT TOTAL                    | -                 | -                 | 179,714          | 179,714            | -     |                                |
|                     | TOTAL EXPENDITURE               |                   |                   | 405,281          | 405,281            | -     |                                |
| <b>REVENUES</b>     |                                 |                   |                   |                  |                    |       |                                |
| 91910100            | Property Tax Current Secured    |                   |                   | 100,000          | 100,000            | -     | \$19/per 100k AV               |
|                     |                                 |                   |                   | 100,000          | 100,000            | -     |                                |
| 94941000            | Interest Income 9337200         | 1,899             | -                 | 1,911            | 3,810              | 1,899 | Interest earnings through Pool |
|                     | OBJECT TOTAL                    | 1,899             | -                 | 1,911            | 3,810              | 1,899 |                                |
| 98987000            | ISSUANCE OF DEBT                | -                 | 301,471           |                  |                    | -     |                                |
|                     | OBJECT TOTAL                    | -                 | 301,471           |                  |                    | -     |                                |
|                     | TOTAL REVENUE                   | 1,899             | 301,471           | 101,911          | 103,810            | 1,899 |                                |
|                     | FUND BALANCE                    | 301,471           | -                 | 303,370          | 301,471            | -     |                                |
|                     | TOTAL PROJECTION                | 303,370           | 301,471           | 405,281          | 405,281            | 1,899 |                                |

DEBT SERVICE FUND 337N  
G.O. BOND 2022 – SERIES A-1 (Tax Exempt) 9337300

| ACCT NO             | ACCT TITLE                      | 2022-23<br>EST YE | 2022-23<br>ACT YE | 2023-24<br>RECMD | 2023-24<br>ADJ FNL | DIFF     | NOTES/COMMENTS                 |
|---------------------|---------------------------------|-------------------|-------------------|------------------|--------------------|----------|--------------------------------|
| <b>EXPENDITURES</b> |                                 |                   |                   |                  |                    |          |                                |
| 30- Other Charges   |                                 |                   |                   |                  |                    |          |                                |
| 30321000            | Interest Expense - 9337300      | -                 | -                 | 212,639          | 212,639            | -        | INTEREST PAYMENT               |
| 30323000            | Bond/Loan Redemption - 9337300  | -                 | -                 | -                | -                  | -        |                                |
|                     | OBJECT TOTAL                    | -                 |                   | 212,639          | 212,639            | -        |                                |
| 79790100            | Appropriation for Contingencies | -                 |                   | 815,155          | 815,155            | -        | FUTURE P & I PAYMENT           |
|                     | OBJECT TOTAL                    | -                 | -                 | 815,155          | 815,155            | -        |                                |
|                     | <b>EXPENDITURE TOTAL</b>        |                   |                   | <b>1,027,794</b> | <b>1,027,794</b>   | <b>-</b> |                                |
| <b>REVENUES</b>     |                                 |                   |                   |                  |                    |          |                                |
| 91910100            | Property Tax Current Secured    |                   |                   | 935,000          | 935,000            |          | \$19/per 100k AV               |
|                     |                                 |                   |                   | 935,000          | 935,000            |          |                                |
| 94941000            | Interest Income                 |                   |                   | 5,931            | 5,931              |          | Interest earnings through Pool |
|                     |                                 |                   |                   | 5,931            | 5,931              |          |                                |
| 98987000            | Issuance of Debt                | -                 | 86,319            | -                | -                  | -        |                                |
|                     | OBJECT TOTAL                    | -                 | 86,319            | -                | -                  | -        |                                |
|                     | <b>REVENUE TOTAL</b>            | <b>-</b>          |                   | <b>940,931</b>   | <b>940,931</b>     | <b>-</b> |                                |
|                     | <b>FUND BALANCE</b>             | <b>86,319</b>     | <b>86,319</b>     | <b>86,319</b>    | <b>86,319</b>      | <b>-</b> |                                |
|                     | <b>TOTAL PROJECTION</b>         | <b>86,319</b>     | <b>86,319</b>     | <b>1,027,250</b> | <b>1,027,250</b>   | <b>-</b> | For future P & I payment       |