

**ORANGEVALE RECREATION & PARK DISTRICT  
FINANCE COMMITTEE MEETING RECAP  
FRIDAY, FEBRUARY 24, 2023  
1:30 PM**

**MEETING LOCATION:  
Orangevale Community Center  
6826 Hazel Avenue  
Orangevale, CA 95662**

1. **CALL TO ORDER:** *The meeting was called to order at 1:30 p.m.*

*Roll call: Director Brunberg, Director Stickney, Administrator Ross, Finance/HR Superintendent Von Aesch, Park Superintendent Oropeza, Recreation Supervisor Bain, Admin Supervisor Woodford*

2. **PUBLIC DISCUSSION**

Any person may address the committee; however, any matter that requires action will be referred to staff and/or committee/Board of Directors for a report and action at a subsequent meeting.

3. **MINUTES**

Reviewed minutes from the last meeting noting the salary scale evaluation was pushed to the next meeting (and is on this agenda).

4. **UNFINISHED BUSINESS**

None discussed.

5. **NEW BUSINESS**

- A. Our current budgetary status with Fiscal Year 2022/23

*Administrator Ross presented an overview of the District's current fiscal status noting the key items impacting the General Fund and OLLAD budgets for the rest of this fiscal year. Most notably, this is a unique fiscal year with 27 pay periods (the standard is 26) which will result in about \$60,000 of additional expenditures. This will be offset by about \$63,000 in savings resulting from a) no longer holding a ballot/vote for a funding measure (\$59,000), and b) the elections costs coming in lower than expected (\$4,000). Property tax revenue and Recreation/Rental revenue is also on pace to meet or exceed expectations. Overall, our budgets are currently healthy.*

- B. Our current status on capital projects with Fiscal Year 2022/23

*Administrator Ross advised the Director's that the pool and roadway projects would likely push into the 23/24 fiscal year. He stated that he expects to have the bids out within the next few months. The Directors asked staff to bring their recommendations for prioritizing the parking lots and sport courts with the most need for slurry seal and striping maintenance. Additionally, staff was asked to obtain the current cost to convert a tennis court into four or six pickleball courts.*

- C. Final 9 Lease Agreement to be renewed in October 2023

*Bruce Knisley reported the desire to renew the Final 9 lease for another five years. The Directors instructed staff to create a lease with a 10% increase for three years and a 2% to 3% optional increase for years four and five. After discussion about the disc golf club's previous offers in assisting the District with projects, Administrator Ross plans to suggest quarterly or semi-annual meetings with their club to discuss moving forward together with improvement plans and projects for the course.*

- D. Cost-Saving and Revenue-Generating plan and successes

*Administrator Ross advised the Directors that staff tasked themselves in November 2022 with ascertaining both cost savings and revenue generating ideas. To date, 14 cost savings and 18 revenue generating ideas have been identified with the majority being researched, started, or implemented. Staff was happy to announce that this process is already expected to benefit our budget by \$16,000 in*

22/23 with ongoing benefits of \$9,600 in 23/24. This process will be a continuing item on the first Department Head Meeting of each month. Administrator Ross expressed staff interest in considering making our Activity Guide available primarily in digital form. We would print limited copies for those who prefer that format. Directors Brunberg and Stickney asked staff to estimate cost savings along with potential negative impacts in marketing and program registrations. Staff will conduct a cost analysis and present to the full Board at a future meeting. Administrator Ross expressed staff interest in increasing our registration fee from \$2 to \$3. This fee hasn't been increased in five years, and in light of increasing costs facing the District, this is an opportunity to help offset some effects of inflation. Directors Stickney and Brunberg support this suggestion and asked staff to bring it to the full Board in March or April.

E. Discussion of employee salary scale evaluation

Superintendent Von Aesch passed out the results of a current salary scale evaluation with five "like" districts while Administrator Ross refreshed the attendees of the District's continuing goal to move the staff's salaries closer to the 50<sup>th</sup> percentile results. He reported that the survey showed 11 out of 13 FT staff's salaries were more than 5% below the 25<sup>th</sup> percentile. Director Brunberg and Stickney directed staff to bring a 5% increase for the 5 categories to the full board at the March 2023 meeting. Additionally, staff was directed to include this 5% increase in the preliminary budget and present it with a proposed 3% and 4% cola to the next Finance Committee Meeting.

F. Timeline for the 2023/24 FY Budget Process

The Finance Committee will meet again on May 19. The Preliminary Budget will be presented at the June 2023 BOD Meeting. The Final Budget will be presented at the August 2023 BOD Meeting for final approval.

G. Schedule Next Meeting

The next Finance Committee Meeting will be scheduled for May 19, 2023, where the Preliminary Budget will be presented. After the Directors input, it will be brought before the full board.

6. **DIRECTOR'S AND STAFF'S COMMENTS**

7. **ITEMS FOR NEXT AGENDA**

Administrator Ross is to bring the preliminary budget and Superintendent Von Aesch is to present a 3% and 4% cola option.

8. **ADJOURNMENT** The meeting was adjourned at 3:08 p.m.