



**Finance Committee Meeting
Minutes**

9 am, Friday, July 28, 2023
Via Zoom Meeting ID: 885 0238 4081
4701 Gibbons Drive, Carmichael 95608

Staff: Daniel Barton, Darren Woodland, Danny Curtola, Nicole Friedrich and Shayne Hawthorne.

Committee Members: Michael Alcalay and Brian Bannister.

Call to order: 9:09 am

1. Review and approve Minutes from the March 6, 2023, Finance Committee meeting.
Approved.
2. Review the Mission Oaks Recreation and Park District Budget (336A) for FY 2022-23.
Staff reviews budget 336A for Committee.

Staff have included a COLA survey for the Committee to reflect the COLA percentages other Park Districts in the area are including in their budgets. Staff noted the 3% COLA included is a placeholder and that the

The Committee suggests staff make the following changes to these line items in the budget:

- *Allowances: Should be moved under the District Administrator contract line since they have now been combined.*
- *Terminal Pay: Change the name or highlight specifically in notes what it means.*
- *Building Maintenance Services: Change usefulty to useful.*
- *Building Maintenance Supplies: Move items "new tables/chairs for community centers" from the details, into the inventorable equipment category, so that it is in a more accurate account.*
- *Security Service: Include Tiger security to detail section.*
- *Other Professional Services: Remove SCI, Property Management, and Express Employment Professionals since they are no longer needed.*
- *Software: Remove Epact and When I Work, since they are no longer used and add WorkBright.*
- *Contingency Fund: Change the name or highlight specifically in notes what it means.*

The Committee requests staff research information on the following:

- *Retirement: What is the County policy for vacation/sick leave pay out for retirement and quitting.*
- *Membership Dues: Research if the District still uses the memberships listed, and if not remove them.*
- *Other Professional Services: Find a cheaper option for Express Employment Professionals if this service is still needed.*

The Committee approves budget 336A.

3. Review the Mission Oaks Recreation and Park District Assessment Budget (336B) for FY 2023-24.

Staff reviews budget 336B.

The Committee suggests staff make the following changes to these line items in the budget:

- *Switch basketball court recoat in budget 336A with update District Office floors in budget 336B.*

Staff will make the recommended changes before bringing the budget to the Advisory Board.

The Committee approves budget 336B.

Meeting adjourned at 10:20 am.