



Conejo Recreation & Park District

GENERAL MANAGER
Jim Friedl

BOARD OF DIRECTORS
Nellie Cusworth, Chair
Marissa Buss, Vice Chair
Chuck Huffer, Director
Doug Nickles, Director
Ashley Orozco, Director

DATE: September 3, 2026
TO: Board of Directors
FROM: Jim Friedl, General Manager 
SUBJECT: Budget Adjustments for Fiscal Years (FY) 2025-26 & 2026-27

RECOMMENDATION

1. Approve proposed FY 2025-26 Budget Adjustments (Exhibit A)
2. Approve proposed FY 2026-27 Carryover Budget Adjustments (Exhibit B)

DISCUSSION

A review of FY 2025-26 year-end close has been completed. The following adjustments are recommended for the reasons noted.

Fiscal Year 2025-26 Budget Adjustments – Year End

General Fund

Recognize \$11,600 in additional Property Tax revenue (from \$20,050,000 to \$20,061,600) and increase the Tax Collection Fees appropriation by \$11,000 (from \$220,000 to \$231,000) to cover higher fees charged by Ventura County.

Recognize \$8,800 in additional Teen Center Activities revenue (from \$303,200 to \$312,000) and increase the Instruction Contracts appropriation by \$8,800 (from \$45,000 to \$53,800) to cover the cost of increased programming at the Teen Center.

Fiscal Year 2026-27 Budget Adjustments – Carryovers

Using fund balance carryovers, the following items in the Capital Projects Fund and the Districtwide Assessment District Fund are adjusted to reflect balances as of June 30, 2026. These adjustments are driven by project timing and will be reviewed as part of the regular Capital Improvement Plan (CIP) update.

ADMINISTRATIVE OFFICES

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Capital Projects Fund (13):

- Crowley House Improvements, appropriate balance of \$83,300
- Borchard Skatepark, appropriate balance of \$2,761,800

Districtwide Assessment District Fund (62):

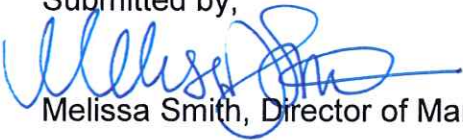
- Rancho Potrero (RPO) Miscellaneous Improvements, \$129,300
- Wildwood Neighborhood Park (WNP) Renovate South Area, \$15,000
- Conejo Community Center (CCC) Design Improvements, \$262,400
- Districtwide (DSW) Creek Clearance and Drainage Improvements, \$201,700
- Conejo Creek South (CCS) Irrigation System, \$190,500
- Conejo Community Park (CCP) Improvements Phase 1, \$625,700
- CLU Pool Deck Repairs, \$74,500
- CLU Shade Structure, \$248,100
- Conejo Youth Park (CYP) Irrigation Improvement, \$25,000

Total FY 2026-27 Carryover Adjustments: \$2,845,100 in the Capital Projects Fund and \$1,772,200 in the Districtwide Assessment District Fund.

STRATEGIC PLAN COMPLIANCE

Meets Strategic Plan Vision Statement: In order to continue to serve our community and be recognized as a top recreation and park district in the nation, we must be financially stable.

Submitted by,



Melissa Smith, Director of Management Services

Attachments

**Conejo Recreation and Park District
Proposed Year-End Budget Adjustments
Fiscal Year 2025-26**

Revenue Source		Expense Appropriation	
<i>General Fund</i>	<i>Amount</i>	<i>General Fund</i>	<i>Amount</i>
Property Tax - Secured	\$ 11,600	Tax Collection Fees	\$ 11,600
Teen Center Activities	\$ 8,800	Instruction Contracts	\$ 8,800
<i>Total General Fund</i>	<i>\$ 20,400</i>		<i>\$ 20,400</i>

**Conejo Recreation and Park District
Proposed Carryover Budget Adjustments
Fiscal Year 2026-27**

Revenue Source		Expense Appropriation	
<i>Capital Projects Fund (13)</i>	<i>Amount</i>	<i>Capital Projects Fund (13)</i>	<i>Amount</i>
Fund Balance (Carryover)	\$ 2,845,100	Crowley House Improvements	\$ 83,300
		Borchard Skatepark	\$ 2,761,800
			<u>\$ 2,845,100</u>
<i>Districtwide Assessment District Fund (62)</i>	<i>Amount</i>	<i>Districtwide Assessment District Fund (62)</i>	<i>Amount</i>
Fund Balance (Carryover)	\$ 1,772,200	RPO- Misc Improvements	\$ 129,300
		WNP - Renovate South Area	\$ 15,000
		CCC - Center design improvements	\$ 262,400
		DSW - Creek clearance and drainage improvements	\$ 201,700
		CCS - Irrigation System	\$ 190,500
		CCP- Improvements Phase 1	\$ 625,700
		CLU - Pool Deck Repairs	\$ 74,500
		CLU - Shade Struture	\$ 248,100
		CYP - Irrigation Improvement	\$ 25,000
			<u>\$ 1,772,200</u>