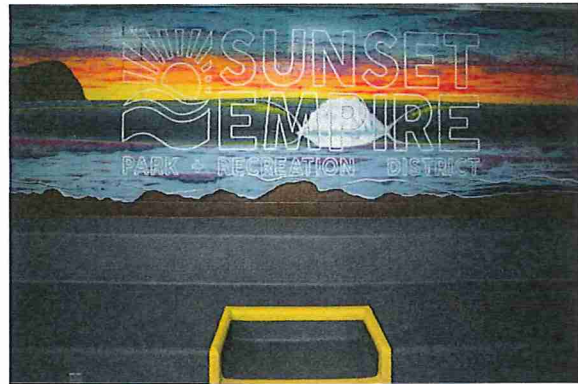
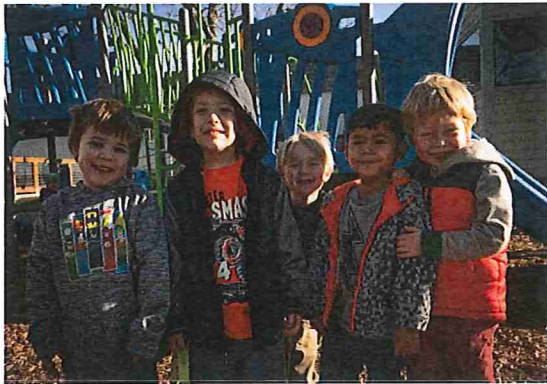


SUNSET EMPIRE **PARK + RECREATION DISTRICT**



Budget Fiscal Year 2018 to 2019



Budget Committee Meeting
Tuesday, April 17, 2018
6:00 PM

1. Call to order
2. Welcome and Introductions
3. Election of Chairperson, Vice Chair & Secretary
4. Receive Budget Message
5. Review Departmental Budgets
6. Public Comment
7. Next Meeting: May 15th @ 6:00 PM
8. Adjournment

Accessibility: This meeting is handicapped accessible. Please let us know at 503-738-3311 x 0, if you will need any special accommodation to participate in this meeting.

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Vision & Mission Statement

SEPRD District Map

Did You Know?

Organization Chart

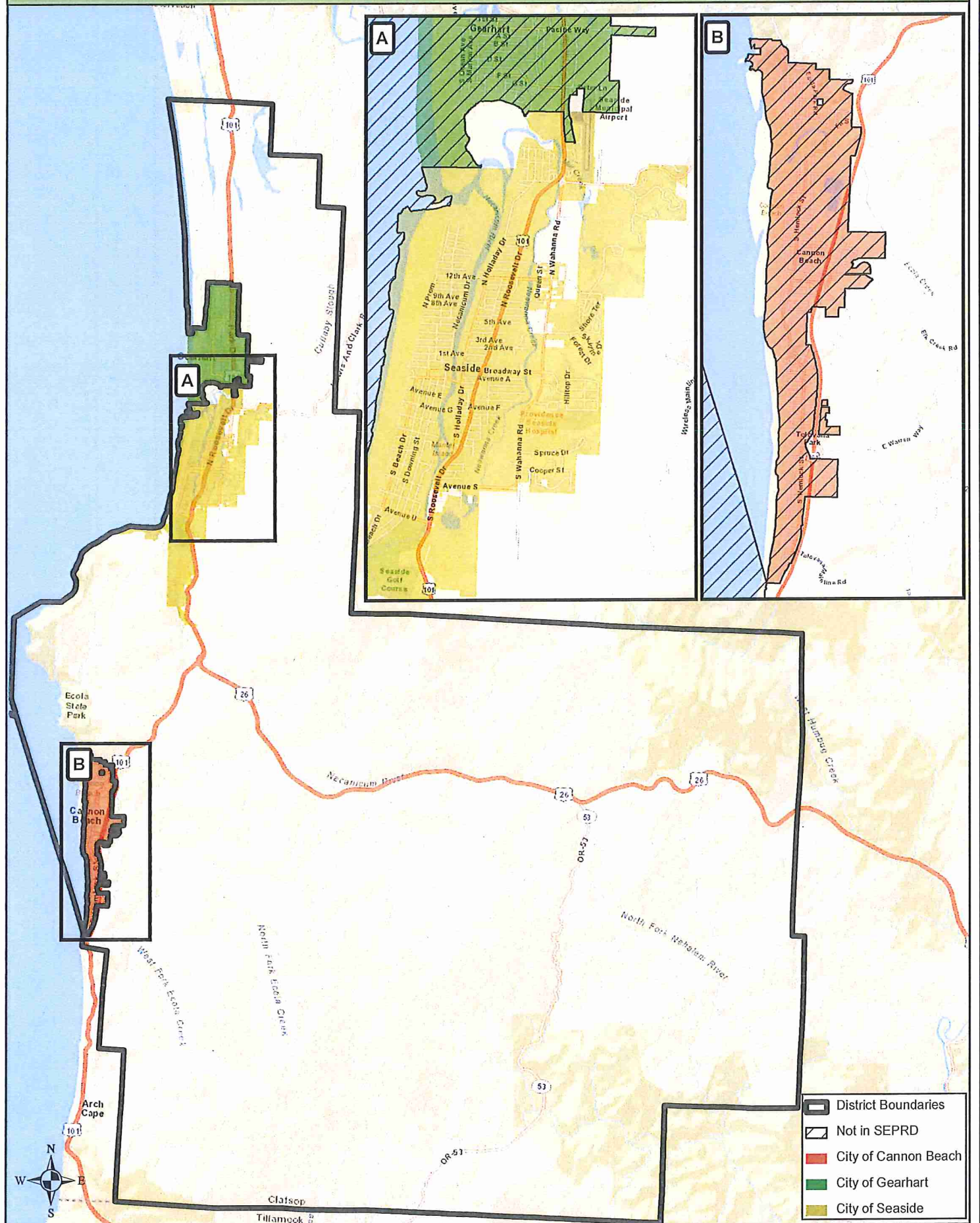
VISION STATEMENT

We lead our community toward a healthy, active lifestyle
and foster a sense of community through
inclusive, sustainable, educational and recreational programs.

MISSION STATEMENT

Sunset Empire Park & Recreation District
invites and inspires our entire community to engage
in P.L.A.Y.! (Positive Life Activities for You)

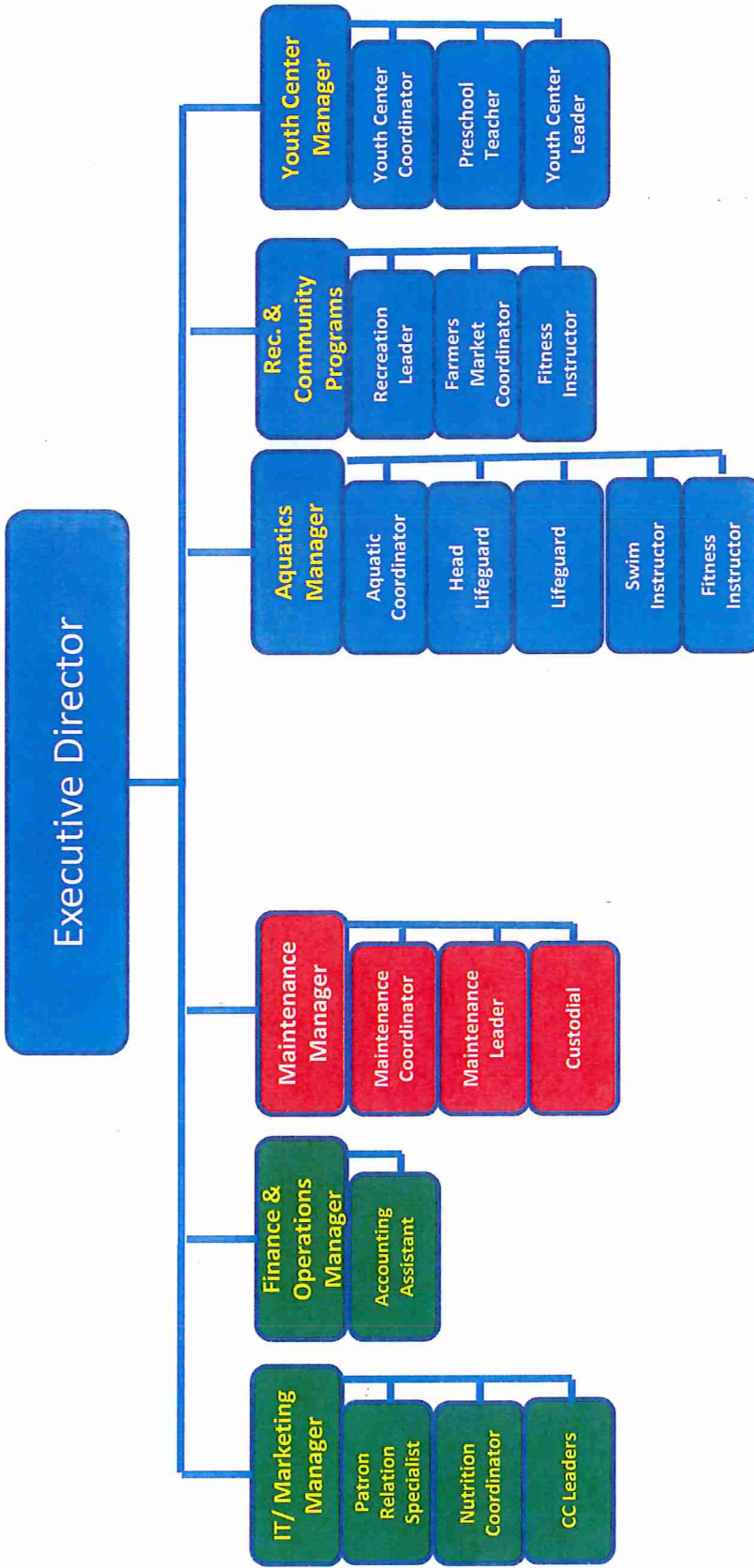
Sunset Empire Parks & Recreation District

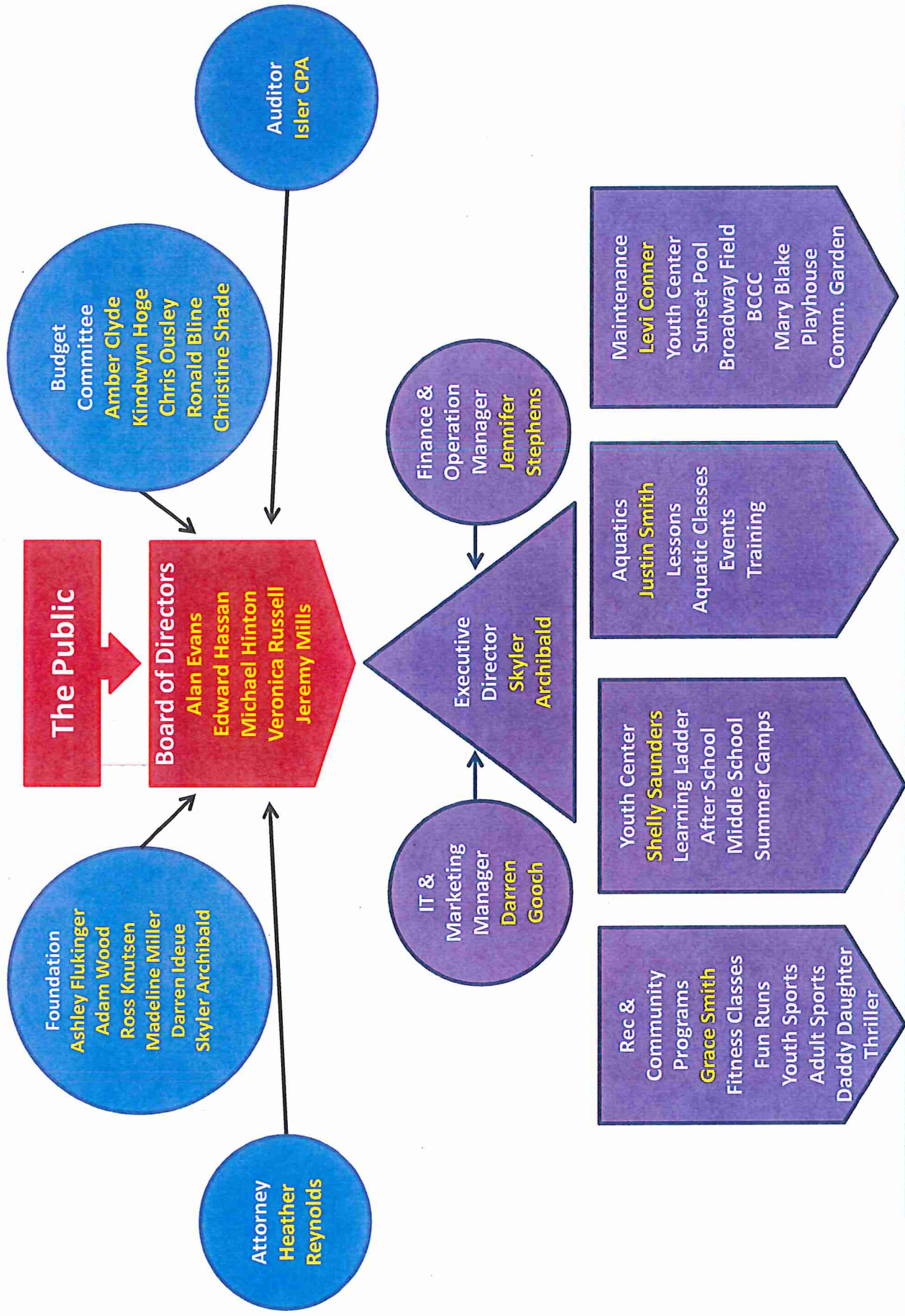


Did you know?

1. Did you know that SEPRD is a special district? A special district is a voter approved governmental entity. SEPRD was formed as a Park and Recreation District pursuant to ORS chapter 266. Formed in 1969, the SEPRD boundary follows Seaside School District #10 boundary, except it excludes the Cities of Gearhart and Cannon Beach.
2. Did you know that SEPRD operates three (3) bodies of water inside the Sunset Pool with fitness area, youth center, Bob Chisholm Community Center, maintains the outdoor skate park, facilitates two (2) community gardens, and provides free and value-priced programs and special events?
3. Did you know the SEPRD is publicly supported through property tax revenues? The permanent tax-rate is 92 cents per \$1,000 of assessed property value?
4. Did you know that each year the SEPRD elected governing body and appointed budget committee review, approve and adopt the operating budget for the district? Once the budget is completed, the governing body has the authority to collect revenue through Clatsop County, for the property taxes, needed to balance the budget up to 92 cents per \$1,000 of assessed property value.
5. Review your tax statement from the Clatsop County to see if you are in the District. It will show "Sunset Park" in the list of assessments if you are inside the District boundaries.

*Want to know more? Contact us through our website. We would like to hear from you!
Go to www.sunsetempire.com, to check out all of our programs & services. Call, or
better yet, stop by & check us out!*





Positive Life Activities for YOU!

Budget Committee FY 2018-19

Budget Timeline FY 2018-19

Budget Committee

Fiscal Year 2018 to 2019

Board Member Address & Phone

Alan Evans	17-19	PO Box 413 Seaside, OR 97138	503.440.9357
Edward Hassan	17-19	2770 Skyline Drive Seaside, OR 97138	503.739.5289
Michael Hinton	17-21	1015 S. Irvine Seaside, OR 97138	503.440.1281
Veronica Russell	17-21	931 Avenue H Seaside, OR 97138	503.739.0280
Jeremy Mills	17-21	1343 10 th Ave Seaside, OR 97183	707.951.9542

Appointed Members Address & Phone

Amber Clyde	17-19	1615 Franklin St. Seaside, OR 97138	503.717.1892
Kindwyn Hoge	18-20	1581 Whispering Pines Dr. Seaside, OR 97138	503.717.1142
Chris Ousley	19-21	33611 Cullaby Lake Ln Warrenton, OR 97146	503.338.2326
Ronald Bline	19-21	2190 Skyline Dr. Seaside, OR 97138	503.717.8687
Christine Shade	19-21	855 Ave. M. Apt. 5 Seaside, OR 97138	503.338.0660

Budget Timeline

Fiscal Year 2018 to 2019

Prepare proposed Budget	Budget Officer	Feb. – April
Budget Committee appointed and notified	Board	March 20
Publish notice of Budget Committee Meeting <i>Pursuant to ORS 294.426(5)(b), notice of the Budget Committee meeting is also posted on Sunset Empire Park and Recreation District's website at http://www.sunsetempire.com.</i>	Budget Officer	April 6
Budget Committee meets	Committee	April 17
Additional Committee meetings for review	Committee	April-May
Approve proposed Budget	Committee	May 15
Publish hearing notice	Budget Officer	June 1
Hold Budget hearing	Board	June 19
Enact Resolutions to: *Adopt Budget *Make appropriations	Board	June 19
Submit Budget to Assessor	Budget Officer	July 15

Budget Process

Each fiscal year, Sunset Empire Park and Recreation District, as a municipal corporation and a special taxing District, prepares and adopts a budget in accordance with Oregon Local Budget Law (ORS chapter 294). The purpose of these statutes is twofold: 1) They establish standard procedures for preparing, presenting and administering the budget. 2) They require citizen involvement in the budget process. The Budget Committee is composed of the Board of Directors and an equal number of qualified electors of the District appointed by the Board. The Budget Committee will receive the budget message and budget document from the budget officer at their first meeting. The committee members will then review and deliberate for as many meetings as it takes to approve the proposed budget.

All Budget Committee meetings are subject to Oregon Public Meeting Law (ORS chapter 192) and must be open to the public. All documents used in the preparation of the budget are subject to public inspection. ORS 192.620 states "The Oregon state government requires an informed public be aware of the deliberation and decision of the governing bodies and the information upon which such decisions are made. It is the intent of ORS 192-610 to 192-690 that decisions of the governing bodies be arrived at openly".

Budget Message FY 2018-19

Community Partners



SUNSET EMPIRE **PARK + RECREATION DISTRICT**

Prepared by: Skyler Archibald, Executive Director & Budget Officer
Jennifer Stephens, Finance Manager

The Sunset Empire Park & Recreation District (SEPRD) is not simply a pool, a program or an idea; the District is the leader in South Clatsop County in providing opportunities for recreation, health and wellness! The District Staff and Volunteers, including the District Board of Directors, strive to promote and provide daily opportunities for individuals to live happy and healthy lives through the benefits that can come from park and recreation activities.



In order to meet our vision and mission each year we are required to review our budget, make adjustments and plan for another great year in serving our community. 2018 marks the 49th year that the SEPRD has served South Clatsop County and as we get ready for the fiscal year 18-19, it is

important to reflect on what was accomplished during a busy 2017-2018 fiscal year. **We are also looking forward to celebrating our 50th Birthday with our District residents and guests on February 14, 2019!**

This budget message contains two sections. First, will be a review and assessment of current SEPRD Operations, Facilities and Programs. Included in that section will be highlights from a busy and successful 2017-2018 fiscal year. Second, the budget message will deliver and illustrate the priorities that staff feels are most important for the District to pursue.

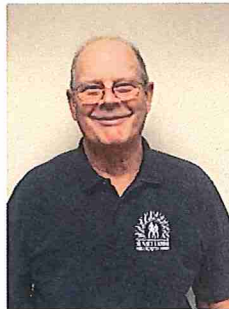
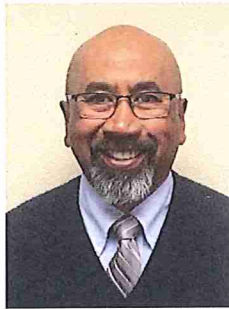
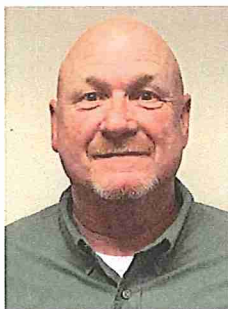


REVIEW & ASSESSMENT OF CURRENT DISTRICT OPERATIONS, FACILITIES & PROGRAMS

Personnel:

Thankfully, the District experienced wonderful continuity from full-time staff and the majority of part-time staff during the 2017-2018 fiscal year. We certainly needed this steadiness to get through some of the challenges and tasks accomplished this year!

The District Board of Directors had quite the year as all five Directors were either re-elected or newly elected in the Spring of 2017 and began serving on July 1, 2017. In July, the Board elected Alan Evans as the Board Chairperson and Ed Hassan as the Board Vice-Chairperson. Michael Hinton remained a Director on the Board and was joined by newly elected Veronica Russell and Jeremy Mills.



The one full-time staff change that occurred over the past year took place in July of 2017. Ryan Stanley left his position of Youth Programs Manager after working for the district for nearly four years. The District decided to consolidate all of Youth Programs under the direction of Shelly Saunders who will continue to oversee the Learning Ladder Preschool, while adding after school programs and summer camps to her supervision.



At this point, the District will not be creating any additional full-time positions due to the budget implications. However, the District is mindful of the need to grow in this area in the future, particularly in the areas of maintenance, marketing and human resources.

A list of the members of the full-time management team are represented below:



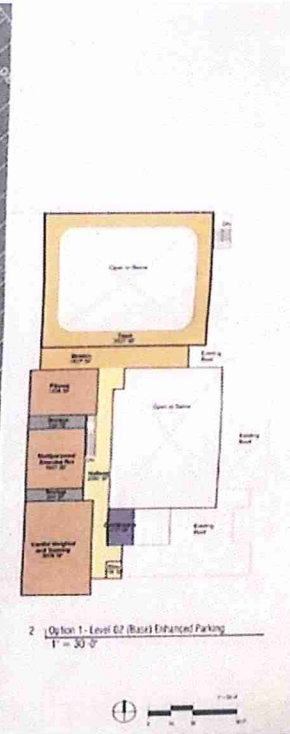
- Darren Gooch: Marketing, IT & Bob Chisholm Community Center Manager
- Grace Lee: Recreation & Community Programs Manager
- Jennifer Stephens: Finance Manager
- Justin Smith: Aquatics Manager
- Levi Conner: Maintenance Manager
- Shelly Saunders: Early Education Manager
- Skyler Archibald: Executive Director

While full-time staff comprise a section of the employee workforce at SEPRD, the District would not be operational were it not for the dedication of many, many other talented employees. Some of the individuals that work so hard to support the programs and facilities of the district are:

- Mike Kadi, Aquatics Coordinator and Seaside Swim Team Coach
- Justin Toby, Maintenance Coordinator
- Patron Relations Staff: Keryn Polson, Barbara Hassan, Evelyn Madison, Zoe Manhire, Ricia Parcher, Angela Wildt, Ashaki Boelter and Jennifer Soprano
- Youth Programs Staff: Ashaki Boelter, Elizabeth MacDonald, Zoe Manhire, Sabrina Resa, Kelly Smith, Marcos Villegas, Julia Wagner, Kasie LaFramboise
- Chris Duffy, Nutrition Coordinator
- Kip Keller, Landscape and Maintenance
- Head Lifeguards: Tawnie Myers, Michaela Richards, Kegan Wallis, Lindsey Wolfe, Ashley Wolfe, Amanda Browning, Meghan McKeown

A large indoor swimming pool under renovation. The pool deck is covered in white material, and the pool walls are being treated. A person is visible on the left side of the pool.

Those projects include extensive work in

[illegible]

4



that increase health and wellness. For many years, the District has met that goal through the Sunset Pool and other program opportunities. However, the time has come that the District take action to serve the entire population and be able to offer a more robust fitness and wellness program, through the creation or acquisition of more indoor recreation space.

The District worked with Ballard*King Associates and Opsis Architecture to create conceptual renderings of a recreation center and gather public feedback along the way. The public and stakeholders indicated that the most important features in any project would be gymnasium space, indoor and elevated walking track, dedicated fitness space, enhanced preschool space and added gender neutral/family changing rooms. The District will continue to work with these entities and other experienced companies to help the district grow and increase the capacity to improve health and wellness programs.

PROGRAMS

Recreation & Fitness:

This was another great year for our Recreation Programs. During this last year the District continued to offer some great programs including Adult Coed Softball league, the Start Smart Sports Programs for Kids with Soccer, Basketball and Baseball, led by Ashaki Boelter and Grace Lee. We have also continued to hold open gyms for basketball. Canoe trips have been a hit with an average of 8 participants per trip.

Additionally, the District acquired grant funds from the City of Seaside Tourism Advisory Committee for the purchase of seven Standup Paddle Boards. Those paddle boards will be used for rentals and guided trips as well as in-pool programming like Standup Paddle Board Yoga in the future.



Due to the natural limitations of the facilities that the District maintains, it becomes increasingly necessary and prudent to partner and collaborate with other organizations to ensure that District residents have access to quality fitness and wellness programs.

We are proud of those partnerships and Grace Lee, Recreation & Community Programs Manager, is primarily responsible for the progress made in that direction. In addition to those aforementioned projects, the District maintains a strong presence of Group Fitness Classes and a dynamic schedule to accommodate patrons. Those classes include Body Ball Training, Circuit Training, Core, Fit n Fab over 50, Get Fit, Tabata, Tae



Kwon Do, Tai Chi, Qi Gong, several Yoga classes including Lil Yogis for the preschool and kindergarten children, Zumba and Arthritis classes.

The District also maintains an indoor recreational space featuring cardiovascular and strength training equipment. While modest in size, the facilities contains all of the equipment to strength train and get a cardio workout in, which is particularly important during the winter months in our area! Last year, the District purchased two new pieces of equipment for the gym including a Precor® Treadmill and a Precor® Elliptical Machine. Both pieces of equipment have been warmly received.



This year we redid the basketball court which consisted of resurfacing and relining the court, adding new standards, and better drainage. The court was also lined with 2 Pickleball courts. 2 nets, paddles and balls were donated by the National Pickleball Association.



Aquatics:

This has been an impactful year for the Aquatic Department spearheaded by the amazing transformation of the Sunset Pool. Swim Lessons, under the guidance of Lindsey and Ashley Wolfe, two of the District's head lifeguards, have continued to grow with most months completely full.

The Seaside Swim Team continues to grow due to the great work of Aquatics Coordinator and Swim Coach Mike Kadi and new Assistant Coach Chris Quashnick. The Swim Team has engaged the young swimmers up to age 14 but has also added High School aged swimmers who are training in their off-season with the Team.



Aquatic Fitness Programs continue to increase in attendance with wonderful and dedicated instructors like Zoe Manhire, Lauren Fisher, Lindsey Wolfe, Rebecca Pyette, Sandy Klimke, Rebecca Neuman, Dorothy Nimtze and Susan Oxley.

In addition to the traditional aquatic programs the District has offered popular Learn-to-Surf Camps and Aquatic

Adventures Camp to meet demand. There were six Surf Camps that ran in 2017-2018 and all were at or near capacity.

The District's Aquatic Department works hard to provide a healthy activity for local youth on their FUN Friday nights and the Open Swims (FREE, sponsored by Seaside Kids Inc.) that attract between 60-130 swimmers per offering.

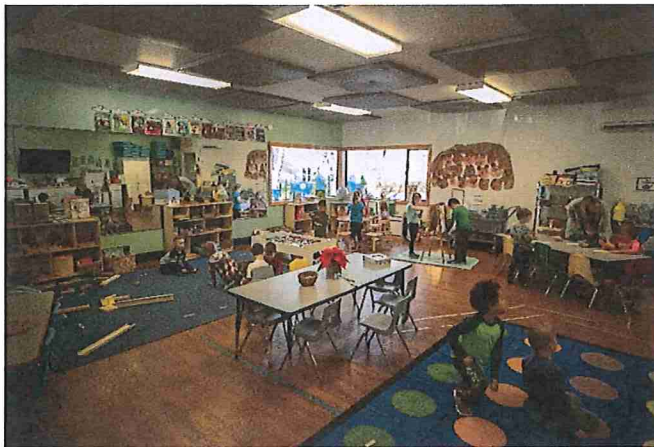




The Aquatic Department continues to provide the training and instruction that so many in our community need. That includes the Seaside High School Swim Team, the M.E.R.T.S. program, Tongue Point Water Safety Program and the learn-to-swim programs at Gearhart Elementary, The Heights Elementary, Broadway Middle School, Warrenton Grade School and Jewell School, totaling some 700 children!

The Aquatics Department is also responsible for providing a top-notch customer service experience, cleaning the facility, maintaining optimal mechanical performance, compliance with federal/state health codes for pools and the overall delivery of a quality aquatics program to improve the wellness opportunities for patrons and guests.

Youth Programs:



2017-2018 was a year of changes for our youth programs department. Over the past two years the District has invested heavily in preschool and in after-school programming and the results have been tremendous. The Learning Ladder Preschool, with nearly 30 children enrolled and at capacity, is providing an important service in our community. The preschool program is also providing significant revenue to the District.

The District continued the practice of providing programming for children, from the preschool population all the way up to 8th graders. We have a great partnership with the Seaside School District to utilize The Heights Elementary School where after-school programs can engage in the school's gymnasium, art room, cafeteria and outdoor play areas. These programs serve an important population of District residents and guests.



The District also offered a full complement of summer camps and day-off camps.



There were some personnel changes in Youth Programs with Ryan Stanley leaving employment with the District. Shelly Saunders was elevated from just overseeing the Preschool, to now overseeing the entire Youth Programs Department. Shelly has been greatly aided by the skills and experiences of many youth programs staff.

Bob Chisholm Community Center:



The Bob Chisholm Community Center has seen continued growth in its usage over the past year. Staff tracks the number of visitors to the center daily, either in person visits or the many phone calls we take. The center has become a hub for community information and patrons are usually able to get direction to the information and services they are seeking. For the 2017 calendar year, the center served over 61,000 patrons, an enormous increase over the 2016 numbers.

The center also continues to be a hub for senior services, such as the daily senior meal site, AARP Tax Preparation, AARP Safe Driver's Course and many more. Last year, the District entered into an agreement with Northwest Senior and Disabled Services to take over management of the senior meal site, a program that the District managed for well over a decade until about 2005. With that, we added a new position: Nutrition Coordinator, and subsequently hired Chris Duffy for that position last June. Chris has proven to be a very valuable addition to the SEPRD team.



One of the most exciting opportunities that continues to develop is the Main Hall Refresh Project lead by the Community Center Commission. The nine-member



commission, appointed by the Seaside City Council, has spearheaded a plan to address acoustics, lighting, flooring and the wall coverings in the 1,500-square foot hall.

The total cost of the project is \$175,000 and the design was developed by RESOLVE Architecture from Portland, OR. RESOLVE was engaged to develop the design this past summer and presented their final plan to the Seaside City Council in the fall of 2015. The council approved the design meeting and the Community Center Commission has been fundraising since April of 2016. They have currently raised \$53,380 of their \$80,000 goal. We had hoped to have the project underway this past spring, but material cost increases have pushed out the commission's timetable. They hope to have the project completed by later this fall after another fundraising push.

Special Events:

The District maintains a full range of special events with the goal of introducing people to healthy lives through recreational and positive activities. We continually seek to add (or modify existing) to our special events to showcase our programs and lead people to other activities housed within the District.

The Senior Dance that is typically held in November was restructured into a lunch and karaoke event. The event was so well received that and it has become a regular event that is held quarterly for our senior population. Senior living facilities from the area are invited to bring their residence to experience the fun.

The District encourages activity and fitness with several winter themed events: The Turkey Trot which featured 80 participants in a 5k Run/Walk. The Children's Holiday Celebration was restructured to an open swim and Holiday movie in addition to pictures with Santa. There were 150 children in attendance.



The Daddy Daughter Dance continues to grow every year! This is the third year the District held the event at the Convention Center. Each year attendance improves, this year increasing from 300 to 350. We have outgrown the Pacific Room in the Convention Center and will need to utilize the Necanicum Room as well

next year. The price is \$25.00 per couple. We acquired \$1,050 in sponsorships and sold \$4,060 in tickets.



The Seaside Farmer's Market continued to grow from its 2nd year in its new location. The hours were still 3 PM to 7 PM. Attendance continued to grow, averaging 1,000 attendees per week. With the new location, we were able to continue adding vendors. The previous year we ended the season with an average of 15 vendors per week, this year we average 40 vendors per week.



Weekly, we have a local non-profit attend the market which has been very popular for the community. We have also had live music as entertainment at the market and will continue to do so. To support our local downtown businesses we offer Seaside restaurants and businesses a discounted price (\$10) to attend one market to advertise their business and give out food samples. We went from averaging \$5,000 in vendor fees to \$11,000 in one year!

The District celebrates with the community in numerous other events including those highlighted below:

- o The annual Community Egg Hunt was enjoyed by approximately 1,200 children.
- o Sunset Thriller and the Fall Fun Fest was held on October 21st. Hosting the event prior to Halloween ensures that the District will be able to generate enough volunteer support to actually run the fun fest and the Thriller. Between the Thriller and the Fun Fest, the District engaged with nearly 600 to 700 attendees. Additionally, the District passed on some 250 pounds of food to the Food Bank that was donated by attendees.

Facilities & Maintenance:

This year has been one of growth for the District's facilities and maintenance department. Late last year, the District hired Levi Conner as Maintenance Manager. He is now joined by Justin Toby as Maintenance Coordinator. These two individuals coupled with the other maintenance staff, work hard to keep the Sunset Pool and all the other District facilities looking and operating smoothly.

The new maintenance team has initiated a preventative approach on maintenance to increase the life expectancy of the equipment that makes the facilities and programs run efficiently. Routine and preventative maintenance schedules have been adopted



which will aid the budget forecasting of future replacements or upgrades to existing equipment.



As the District grows with increased programming and higher usage, so too do the responsibilities of maintaining those spaces. The Maintenance Department is fully staffed with individuals specializing in janitorial, landscaping and turf maintenance at Broadway Park.

In addition to their regular responsibilities the Maintenance Department took on some extra challenges in the 2017-2018 fiscal

year. The biggest project came with the projects associated during the Fall Shutdown. The department undertook the task of remodeling the men's locker room, creating a safer, more efficient and more usable space. Showers were updated to push-button, timed showers to increase sustainability. The Lap Pool Mechanical Room received significant attention with the installation of a new filter system, new pump and new chemical feeder to provide a safer and more efficient body of water for recreation.

The Maintenance Department also oversaw the replastering of the Sunset Pool and upgraded LED lighting throughout the facility and including the underwater lighting that is functioning wonderfully and efficiently.

Technology:

This past year we have had to replace the last of the workstations that were originally put into service in 2010. For the upcoming fiscal year, we are planning to move forward with the purchase of a new server, which is due to be retired this year.





We originally planned on completing this project during the last fiscal year, however the need to replace other aging equipment and upgrade our old telephone PBX system

during the CoastComm/WAVE fiber internet transition trumped that project.



The Wi-Fi and camera systems we installed three years ago are still operating amazingly well. We have not experienced any slow-downs or issues with its operation, it has proven to be a very stable system, considering it was one of the least expensive solutions on the market. The new phone system has also performed like a champ and we have not had to power-

cycle or restart the system since it was installed in September of 2017.

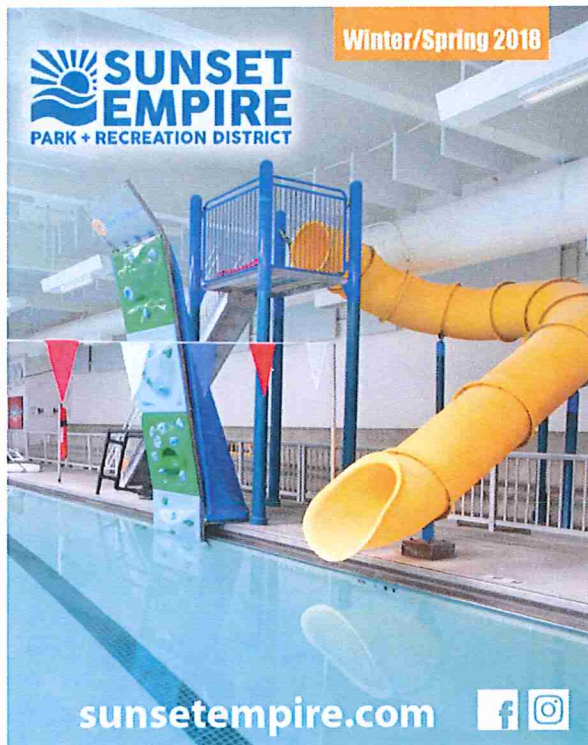
Another need that cropped up this past year was an issue with our Broadway Field website hosting and the other district supported community sites that lived under that hosting.

The WordPress sites became infected with malware due to vulnerability within the WordPress framework and ultimately had to be taken down and replaced. Moving forward, those former sites that we chose to keep (i.e. the Seaside 4th of July Parade registration site, the Seaside Osprey Cam site and the Seaside Farmer's Market site) have all been migrated over to the Wix.com platform.

Marketing:

Our marketing program has again had an amazing year. After changing the dynamic of our Marketing and Outreach Committee over a year ago, we have seen the creativity and diversity of ideas for all our publications blossom. The opportunity for professional development among staff, as indicated in last year's message, continues to be an important element that we foster every chance we get.

We have been constantly updating our website, and our ability to reach our tech savvy patrons has continually increased. This year, we have grappled with our need to update or "refresh" our current website. To that end, we convened a team earlier this year to start the process and we hope to be able to reveal a new design sometime this fall.



The District's marketing team meets monthly to address the various aspects of our marketing program. We have been looking at how to make our marketing message more consistent in all that we do and all of the publications we produce.

Our biggest success this year was the "refresh" of our seasonal Program Guide. The creative process utilized the brainstorming abilities of both the marketing team and the Patron Relations Specialists department. The final document was simplified into a 16-page guide with a glossy cover and brighter white interior pages. The new design received very high marks and elicited very positive feedback from many community members who took the time to contact district staff.

As a result of updating our logo three years ago, we have been working hard in our efforts to continue rebranding the District. Our goal of updating the old street sign was realized this past year when we installed a brand new color LED sign this past December. It is proving to be a very effective tool that allows us the chance to schedule our messages and run several different messages throughout the day.

Administration:

The Board and Administration Department have been hard at work ensuring that we are utilizing and maximizing resources of the District to the best of our ability. Included in the budget document is a list of over 90 organizations that we partner with through donations/sponsorships, service to, service with, in service on a board or committee. These relationships help the Sunset Empire Park & Recreation District meet our mission and improve our community.

The work of the Board is thankless. The Board experienced mighty change at the beginning of the fiscal year with all five directors sitting for election/re-election. Returners Michael Hinton, Alan Evans and Ed Hassan were joined by newcomers Veronica Russell and Jeremy Mills. In short order, Director Evans was nominated as the Board Chairperson and Director Hassan was nominated as the Board Vice-Chairperson.

Other highlights of the year include:

- Four directors attended the Special District Association of Oregon (SDAO) Annual Conference, held conveniently in Seaside



- All five directors participated and supported 'A Sweet Affaire' in March
- Reviewed the performance of the Executive Director
- Made critical decisions about the future of the District
- Supported District Staff and made program, policy and staffing recommendations





FISCAL YEAR 2018-2019 BUDGET EXPLANATION AND BASIS FOR PROPOSED BUDGET

To accomplish all the great things that we do every day we need resources and a plan. Be it volunteers, partnerships, financial support, sponsorships, donations, materials and/or supplies, the budget process is the means for allocating and receiving resources to do the work of creating PLAY! Given the amount of challenges that the District has experienced, there has been substantial growth and learning that had to take place to keep our facilities and programs operating at a high level.



However, there are still opportunities for growth. The budget process assists the District in planning and executing the priorities laid out by the Board of Directors and in concurrence with the District Mission, Vision and Guidance Statements. Perhaps most importantly in all this, is our goal of continuing to serve the residents of South Clatsop County by providing quality recreation programs and facilities.

The district continues to utilize the accrual form of accounting, which is considered best practice. The District has a total assessed valuation of **\$1,774,865,454** for FY 18-19. The permanent tax rate is .92/1,000 of assessed value. This generates **\$1,646,989** in taxes. Budget Committee members are encouraged to recall that each year some taxes go unpaid so we budget a collection rate of 93% and that provides for **\$1,531,700** in revenue from property taxes for investment across the six different departments and four funds to create opportunities for P.L.A.Y. for our entire community.





In addition to property taxes, the District is projecting receipt of **\$1,113,850** from the following sources: carryover, timber taxes, donations and other miscellaneous sources of general income. Of the roughly **\$1,100,000** of non-property tax revenues, the District generates 20% in fees from services provided throughout the year.



The largest of our four existing funds, the General Fund includes six departments. All funds contribute to creating P.L.A.Y. but the General Fund is where we budget the revenue and expenses for our core programs. The Administration Department facilitates the activities of the Board and supports the ongoing operations of the five other departments with payroll, accounting, human

resource support, training, risk management and marketing.

The Aquatic Department operates and maintains a safe, clean, and efficient aquatic facility featuring three separate bodies of water for community use.

On behalf of the City of Seaside, the Community Center Department operates the 5,200-sq. ft. Bob Chisholm Community Center, to enhance the quality of life of older adults through social and leisure enrichment opportunities.

The Recreation Department facilitates Adult and Youth Sports, enrichment classes, and fitness activities to improve the lives and leisure opportunities for our families and visitors to Southern Clatsop County.





The Special Events Department delivers 10(!) signature special events each year for community enjoyment.

Finally, the Youth Center facilitates preschool opportunities for our young children, our After-School Adventure Program supports the development of our youth, and Summer Camps that keep kids busy during the summer, learning and enjoying new adventures each day.



All together these departments make up the General Fund of the District.

Budget Overview:

Overall the District projects a similar budget forecast as 2017-2018. The District expects the overall expenses to be less than previous budgets with decreases in the following budgets: Administration, Aquatics, Community Center, Recreation and Youth Center. This is one indicator of the staff's careful budgeting and fiscal responsibility.

There will be expected modest increased revenues in Community Center and Special Events. The Community Center increase is indicative of the high usage that space has experienced. The District anticipates modest decreases in the Youth Center and Recreation Budgets.

We will be using the same presentation format for the budget as the prior year. You may recall that the lines that were deleted will remain in the budget document until which time they have been deleted for three fiscal years.

Cross Departmental:

SEPRD works hard to ensure that our growth remains sustainable through the development, support and fair compensation for all employees. As has been



mentioned numerous times in this document, without the hard work of our employees, the quality of our product—swim lessons, healthy youth programs, clean facilities and many others—will quickly diminish. Each employee in the district will receive a 2% raise for cost of living adjustment (COLA).

The District budgets for all employees to receive a modest merit-based increase in their salaries. It should be noted that prior to those increases being awarded, the employee goes through a thorough review and evaluation process.



You may notice that payroll taxes are increasing, rather significantly. That is actually a correction to previous year's budgets where we did not properly anticipate the heavy payroll tax expense accurately.

Another cross-departmental note is that the District expects a significant decrease in custodial expenses due to streamlining the job responsibilities of that particular position and improving the supervision and accountability of individuals working in those roles.

Administration Department:

The Administration Department ensures proper management of the District; compliance with state; federal; employment; financial; and contractual obligations; coordination of Board activities; marketing and public relations; management of our IT infrastructure; and working with the Board to manage the overall strategic direction of the District.

The District will be budgeting for an Accounting Assistant at 6 hours per week to help with some of the data entry and errand running for administration. We will also be budgeting for a Marketing Assistant at 10 hours per week to help with day to day marketing needs. These two positions will both be under the Administration Assistant line.



With the growth of District programs and the staff's recommendation to move forward with an expansion **or** acquisition of program space, staff will be budgeting additional funds for the upcoming year to continue their work with Opsis Architecture and Ballard*King Associates to prepare for an expansion opportunity. Those firms will help provide the District with

actual cost estimates of an expansion and also the operational costs and revenue of that space upon completion. Even so, the District expects to spend \$20,000 less in Contract Services than it did in 2017-2018.

Under Capital purchases in the Administration Budget, the District again plans to purchase and install a new server. This is a hardworking and important machine for our success. We would have liked to have replaced this in 2017-2018 but did not due to necessity of completing other projects and the server still performing well.

The District is investing in a redesign of the sunsetempire.com website as the old one is nearly five years old and lacks some of the functionality and features that will be attractive and beneficial to users.

For the upcoming fiscal year, we will be looking for new opportunities to get the District in front of as many new patrons as possible and continue increasing awareness of the numerous valuable programs and services the District offers. We will continue to market through radio advertising as we have in the past.

Aquatics Department:

The Aquatics Department is responsible for patron safety; greeting patrons at the main lobby; cleaning the facility; maintain optimal mechanical performance; compliance with Federal/State health codes for pools; and the delivery of quality aquatics programming to improve the wellness opportunities for our patrons.



One change in this year's budget is that the District has consolidated the Head Lifeguard and Lifeguard lines. The result will help relieve confusion and bring the budget into a more accurately representative state.

Program and items addressed in the Aquatics Department budget include:

- o Capital Maintenance, ongoing maintenance and replacement of equipment
- o Continued supervision of the pool
- o Continued swim lesson instruction
- o Seaside Swim Team (including fundraisers) and possible expansion into USA Swimming certified program
- o Partnerships with M.E.R.T.S., Tongue Point, local school districts, Seaside Kids Inc.,



Providence Seaside Hospital and others

- o Surf Camp
- o Aquatic Adventure Camp
- o Aquatic Special Events: Treasure Dive, Rock & Swim, Inflatable Swim, Dive-In Movie
- o Additional staff certifications through American Red Cross (also available to public)

The Aquatics Budget will likely experience more stability than in the 2017-2018 year. Due to some of the projects associated with the Shutdown and the duration of that closure, it was difficult to predict how the revenues and expenses would be affected. As a result, we expect to see the Aquatics budget remain stable and perform slightly better.



Due to the shutdown projects being more limited this year, there is a decrease in expenses by over \$100,000. The District is planning on conducting a similar (and much smaller) replaster project on the Sunset Spa, a project necessitated by the dilapidated state of the spa and its current non-compliance with Oregon State code for that body of water. The other capital expenses will be the residing of the pool building exterior, replacing the old shingle siding, the



completion of the men's locker room floor project and the purchase of a District trailer that will be heavily used by Maintenance Staff.

Community Center Department:

Over the past few years the Bob Chisholm Community Center has developed into an important component of our District. It is there that we can reach a population of our community that is vital for our success: our senior citizens. However, the Community Center serves far more than just our District's senior citizens.

The Community Center Department is responsible for the 5,200 sq.ft. Bob Chisholm Community Center. The BCCC is owned by the City and operated by the District. For the operation of the BCCC the City pays the District approximately \$26,000 per year.

The District keeps the revenue generated from the additional staffing required for evening and weekend rentals and pays the rental fees to the City of Seaside. If there is a larger capital item that needs to be addressed the District contacts the City for repairs.

The District maintains the cleanliness of the building, programs activities in the space, and promotes rentals and use by the community. This is a great partnership that provides the District access to facilities for community activities and events, and provides the City with a cost-effective means to operate the Community Center.



One of the most exciting opportunities that continues to develop is the Main Hall Refresh Project lead by the Community Center Commission. The nine-member commission, appointed by the Seaside City Council, has spearheaded a plan to address acoustics, lighting, flooring and the wall coverings in the 1,500-square foot hall. The total cost of the project is \$175,000 and the design was developed by RESOLVE Architecture from Portland, OR.



The Commission has worked hard over the past two years to raise funds for the project and have been incredibly successful. The District and City are currently working through the bid process with hopes of securing a contractor for the project during the next few months.

The District continues to oversee the Meal-Site and Meals on Wheels Program, via contract with Northwest Senior & Disability Services. That relationship is going well and we have seen benefits of including that position internally.

Recreation Department:

The Recreation Department is responsible for the provision of land based fitness activities; the fitness center; adult and family sports; and preschool sports. Grace Lee, our Recreation and Community Programs Manager has brought new energy and life to our fitness programs.

The budget will provide the following:

- Softball League
- Runs (Turkey Trot, Summer Run)
- Basketball Open Gym
- Arthritis Exercise Classes
- Contracted Exercise Services
- Tai Chi
- Qi Gong
- Yoga
- Zumba
- Body Ball Training
- And Much More!!
- Group Exercise Classes
- Corporate Fitness Plans
- Hotel/ Motel Outreach



With the developments of the renovated Basketball Court in Kennedy Park, the District is offering Pickleball to the community on a drop-in basis. Furthermore, the District will begin offering Stand-Up Paddle Boarding after purchasing seven Stand-Up Paddle Boards and other associated equipment. The District will sponsor guided tours down the Neawanna River which will run from June through September at \$40 a person.

The District is offering several new programs in the coming months. The first is Pilates, with instructor Jillian Pigg. Pilates is a system of exercises using special apparatus, designed to improve physical strength, flexibility, and posture, and enhance mental awareness.



The District will also kick off their Stand-up Paddle Boarding after purchasing paddleboards and related equipment via a grant from the City of Seaside.

Late in June the District will offer the inaugural Family Triathlon which will include a 75-yard swim, 3-mile bike ride and a $\frac{3}{4}$ mile run, all beginning at Sunset Pool. This is a new activity designed to bring families together and experience a fun activity. After the event there will be a free barbeque for all participants.



The District will also be offering a 3-on-3 Basketball Tournament, Hoops at the Beach! This tournament, to take place in mid-July, will accommodate teams and youth from aged 14-18 and occur at the newly finished court at Kennedy Park!

The District is looking to add netting to the north side of the Kennedy Park Basketball Court and is applying for several grants/funding opportunities externally to complete this project.

The only capital expense will be the purchase of a new dumbbell set and rack for the Fitness Center. This will replace the current dumbbell set which is mismatched and is not user friendly.

Special Events Department:

This has been a great year for the Special Events Department and we will continue to build upon that success. The District is consistently evaluating which Special Events to participate in and engage with our community. We feel that these events can be a "gateway" for our community to enter our more regularly occurring programs.



The Special Events revenue increase is mostly attributed to the growth of the Seaside Farmers Market, which continues to grow in significance and importance to the community but also in revenue generated. This is an appropriate time to highlight the work of our Seaside Farmers Market Manager, Angi Wildt and the Recreation and Community Programs Manager, Grace Lee. Both individuals have been paramount in the growth of the market.



The District will continue to support the Seaside Farmers Market. Heading into its seventh year and the third in it's new location, the Market will again be held in the Broadway Middle School parking lot. We are proud to continue helping link our community to healthy food options. The National Recreation and Park Association has indicated that over 25% of all Farmers Markets fall under Park & Recreation agencies.

The District will look to add a Mother-Son Event, similar to the Daddy Daughter Dance at the Convention Center on Friday, February 9. This event is to bring mothers and mother



figures together with their sons/grandsons and other important youngsters for some laughter, bonding and more.

While the District will not be continuing the Thriller event in 2018, we do plan on hosting an event to keep youth engaged in safe and healthy activities. This year we'll be adding a Spooky Swim with fun games in the pool to the previously held Children's Carnival at the Community Center.

Youth Center Department:

The Youth Center Department is responsible for the operation and programming of our youth center and youth focused activities that keep kids safe and healthy.

One of the primary focuses of this department is to continue to staff these important programs with the right people that are invested and experienced with youth.

The District provides after-school programs for children up until 8th grade. Since their inception, these programs continue to grow and provide valuable development for the participants. The middle-school program will remain as the keystone of this area as the District feels intrinsically connected to this age group of children who are particularly at-risk and often without a safe space or positive adults to interact with in their after-school time. The After-School Adventure program which takes place at The Heights Elementary school has had full enrollment and a waiting list for the duration of the year.





Additionally, staff of the District work hard to maintain a fantastic Summer Camp Adventure Program with opportunities for Elementary School aged children. This will be an 8-week summer camp which will be held at the Heights Elementary School for students entering grades 1-5 in the upcoming school year. We will have 24 spots available for summer camp and offer weekly field trips, visits to Sunset Pool, gardening, cooking workshops and more.

The District is approaching a bit of a crossroads with the Middle School Program. That program was initiated several years ago and largely aided by a supportive grant from the Oregon Community Foundation. That grant has now lapsed. While it's clear that the



program is valuable to our community, it does not generate any form of substantial revenue and any increase in pricing structure will likely be met with diminished participation.

This summer we will be offering a new program for children ages 4-10, 'The Learning Ladder Art Explorers'. This new and exciting program is offered in addition to our Summer Explorers program, providing a wonderful, hands on art and music experience for ages 3-6.

We will continue to provide our community with the well-rounded and enriching learning environment by including opportunities to

work in our Community Garden along with participating in yoga, tai chi and swimming to the children enrolled in our programs. This will promote healthy habits, both mind and body, for continued success in and outside the classroom.

Special Revenue Funds:

In addition to the General Fund the District has three special revenue funds, the Parks Project Fund, the Building Addition Fund, and Broadway Field Fund. The Broadway Field Fund includes maintenance and capital projects.

Conclusion:

As you will hopefully conclude, the District remains poised as the leader in our community with many programs and services offered. Even more exciting, are the plans that SEPRD is making to bring more recreation opportunities and space to our District



residents. With some of the opportunities in our community for growth, this is an exciting time for the District and for our residents.

I feel profound appreciation for the opportunity to lead the great group of staff in the administration of programs that truly make a difference in the lives of our participants. It has been enriching to learn of the dedicated service that our Board of Directors provides as well as the Foundation Board, the Budget Committee and the many volunteers that contribute. I have watched as these dedicated volunteers make hard decisions and consecrate many hours to better our community. Each day I find something new and inspiring about the dynamic workplace I am favored to gain employment with.

The District will continue to serve and provide safe, quality, accessible park and recreation services to continually improve the quality of life for everyone. With servants' hearts, we invite people to P.L.A.Y.! (Positive Life Activities for You!)

Thank you for your time!



Community Partners & Special Events

A Sweet Affaire
American Legion
America Red Cross
Astoria Co-Op
Astoria Parks & Recreation
Broadway Middle School
Bruce's Candy Kitchen
CADY – Caring Adults Developing Youth
Camp Kiwanilong
Cannon Beach Fire & Rescue District
Clatsop Behavioral Health Care
Clatsop CHART (Community Health Advocacy & Recourse Team)
Clatsop Community College
Clatsop County
Clatsop County –Public Health
Clatsop County – Juvenile Prevention
Clatsop County – Parks
Clatsop County Regional Food Bank
Children & Family Services (DHS/AFS)
Children's Holiday Party
City of Cannon Beach
City of Seaside
Coast Guard
Community Egg Hunt
Daddy Daughter Dance
Dash to Safety
Disaster Response
Festival of Tree/ Providence Seaside
Food Bank
Free Lunch Program
Friends of Clatsop Community Gardens
Gearhart Elementary School
Girl Scouts
Halloween/ Thriller
Head Start
Helping Hands
Historical Society
Home School Swim
Jeremy Mills State Farm Insurance
Jewell School District
Kiwanis
Lower Columbia Hispanic Council
MERTS
National Parks Service
National Night Out/ Seaside Police
National Recreation & Park Association (NRPA)
Natural History Park
Necanicum Watershed Council
North Coast Land Conservancy
Northwest Regional ESD
Northwest Senior & Disability Services
Oregon Recreation & Park Association (ORPA)
OSU Cascade
Our Lady of Victory
Our Savior Lutheran Church
P-3 Alignment
Pacifica Projects
Prevention Works
Providence Seaside Hospital Board
Providence Seaside Physical Therapy
Regional ESD
Relay for Life
Sam's Cafe
Seaside Chamber of Commerce
Seaside Convention Center
Seaside Downtown Development Association
Seaside Fire & Rescue
Seaside Height Elementary
Seaside High School
Seaside Jazz Festival
Seaside Kids
Seaside Library
Seaside Swim Team
Seaside Rotary
Seaside Rotary Foundation
Seaside School District
Seaside Service Club Council
Senior Dance
South County Community Food Bank
Special District Association of Oregon (SDAO)
St. Vincent De Paul
Sunset Family Fitness
Sunset Park & Recreation Foundation
The Program
Tongue Point Job Corps
Tsunami Skippers
Turkey Trot
Warrenton Grade School
Way to Wellville
White Water Institute

Budget FY 2018-19

SEPRD Budget FY 18-19
SUMMARY SHEET OF GENERAL FUND

	Actual 15-16	Actual 16-17	Adopted 17-18	Proposed 18-19	Budget Committee	Board Adopted
1 REVENUES:						
2 Net Working Capital	\$ 677,025	\$ 722,913	\$ 675,000	\$ 500,000	\$ 500,000	\$ 500,000
3 Previously Levied/Back Taxes	\$ 79,903	\$ 73,152	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
4 Tax Interest	\$ 221	\$ 368	\$ 300	\$ 300	\$ 300	\$ 300
5						
6 Other Resources:						
7 Other/TRAN - Loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8 Timber Tax Revenue	\$ 8,550	\$ 36,346	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
9 Donations	\$ 48,075	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
10 Bequests/Foundation	\$ 21,313	\$ 4,806	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
11 Grants/Sponsorships	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
12 Bank Interest	\$ 5,029	\$ 10,017	\$ 6,000	\$ 8,000	\$ 8,000	\$ 8,000
13 Miscellaneous	\$ 6,336	\$ 7,275	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
14 Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15 Aquatics	\$ 169,921	\$ 209,889	\$ 178,500	\$ 179,500	\$ 179,500	\$ 179,500
16 Community Center	\$ 47,863	\$ 46,028	\$ 78,050	\$ 80,050	\$ 80,050	\$ 80,050
17 Recreation	\$ 52,830	\$ 51,366	\$ 58,400	\$ 55,000	\$ 56,000	\$ 56,000
18 Special Events	\$ 12,241	\$ 16,322	\$ 12,500	\$ 21,000	\$ 21,000	\$ 21,000
19 Youth Center	\$ 116,105	\$ 216,514	\$ 161,200	\$ 130,000	\$ 130,000	\$ 130,000
20						
21 Total Resources Except Taxes	\$ 1,285,411	\$ 1,394,995	\$ 1,309,950	\$ 1,113,850	\$ 1,114,850	\$ 1,114,850
22 Taxes Est. to be rec'd/Current	\$ 1,440,952	\$ 1,484,819	\$ 1,482,797	\$ 1,531,700	\$ 1,531,700	\$ 1,531,700
23						
24 REVENUE TOTAL:	\$ 2,726,363	\$ 2,879,814	\$ 2,792,747	\$ 2,645,550	\$ 2,646,550	\$ 2,646,550
25						
26						
27 EXPENSES:						
28 Department Expense:						
29 Administration	\$ 392,937	\$ 432,009	\$ 517,540	\$ 519,569	\$ 519,569	\$ 523,569
30 Aquatics	\$ 889,586	\$ 849,500	\$ 1,064,716	\$ 954,849	\$ 954,849	\$ 954,849
31 Community Center	\$ 78,553	\$ 81,741	\$ 131,882	\$ 127,575	\$ 127,575	\$ 127,575
32 Recreation	\$ 101,196	\$ 100,421	\$ 140,979	\$ 131,602	\$ 133,752	\$ 133,752
33 Special Events	\$ 54,206	\$ 55,143	\$ 68,674	\$ 81,122	\$ 82,302	\$ 82,302
34 Youth Center	\$ 302,565	\$ 364,690	\$ 446,758	\$ 418,615	\$ 418,615	\$ 418,615
35						
36 Department Expenses Total:	\$ 1,819,044	\$ 1,883,504	\$ 2,370,549	\$ 2,233,332	\$ 2,236,662	\$ 2,240,662
37						
38 TRANSFERS:						
39 Park Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40 Building Replacement Fund	\$ 30,000	\$ 15,000	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000
41 Broadway Field Fund	\$ 31,850	\$ 26,021	\$ 7,870	\$ 7,875	\$ 7,875	\$ 7,875
42						
43 TOTAL TRANSFERS:	\$ 61,850	\$ 41,021	\$ 22,870	\$ 17,875	\$ 17,875	\$ 17,875
44						
45 DEBT SERVICE:						
46 SEPRF - UV/ Pool Improvement Loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
47 US Bank - Flex Lease Pool Improvements	\$ 116,809	\$ 111,438	\$ 116,000	\$ 113,000	\$ 113,000	\$ 113,000
48 US Bank - TRAN Loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
49 Wauna Mill Settlement	\$ 6,212	\$ 6,199	\$ 6,000	\$ 6,500	\$ 6,500	\$ 6,500
50						
51 TOTAL DEBT SERVICE:	\$ 123,021	\$ 117,637	\$ 122,000	\$ 119,500	\$ 119,500	\$ 119,500
52						
53 General Operating Contingency:	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
54						
55 Total Expenditures:	\$ 2,003,915	\$ 2,042,161	\$ 2,535,419	\$ 2,390,707	\$ 2,394,037	\$ 2,398,037
56						
57 Unappropriated Ending Fund Balance:	\$ 722,448	\$ 837,653	\$ 257,328	\$ 254,843	\$ 252,513	\$ 248,513
58						
59 Total Expenses incl. Unappropriated amt.	\$ 2,726,363	\$ 2,879,814	\$ 2,792,747	\$ 2,645,550	\$ 2,646,550	\$ 2,646,550
60						
61 Total Revenues:	\$ 2,726,363	\$ 2,879,814	\$ 2,792,747	\$ 2,645,550	\$ 2,646,550	\$ 2,646,550

FY 18-19
ADMINISTRATION

	Actual 15-16	Actual 16-17	Adopted 17-18	Proposed 18-19	Budget Committee	Board Adopted
1 REVENUES:						
2						
3 REVENUE TOTAL:						
4						
5 EXPENSES:						
6 Personnel Services:						
7 Executive Director	\$ 70,573	\$ 70,428	\$ 78,500	\$ 84,100	\$ 84,100	\$ 84,100
8 Finance Manager	\$ 50,000	\$ 52,356	\$ 57,000	\$ 62,500	\$ 62,500	\$ 62,500
9 IT/ Marketing Manager	\$ 51,255	\$ 53,122	\$ 56,100	\$ 61,500	\$ 61,500	\$ 61,500
10 Admin Assistant	\$ 7,155	\$ 2,971	\$ 15,000	\$ 15,000	\$ 15,000	\$ 18,500
11 Payroll Taxes	\$ 24,605	\$ 23,198	\$ 20,660	\$ 39,465	\$ 39,465	\$ 39,965
12 Benefits	\$ 14,091	\$ 25,381	\$ 27,176	\$ 24,620	\$ 24,620	\$ 24,620
13 Retirement Contributions	\$ 20,285	\$ 21,443	\$ 22,992	\$ 24,972	\$ 24,972	\$ 24,972
14 Leave Time Liability	\$ (400)	\$ 5,212	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
15 Reimbursed Medical Expense	\$ 1,512	\$ 1,512	\$ 1,512	\$ 1,512	\$ 1,512	\$ 1,512
16 Longevity Pay	\$ 783		\$ -	\$ -	\$ -	\$ -
17 Admin Staff Support/ HR Manager			\$ -	\$ -		\$ -
18 Admin Staff Training			\$ -	\$ -		\$ -
19 Admin Merit			\$ -	\$ -		\$ -
20						
21 Personnel Services Total: (FTE 3.4)	\$ 239,859	\$ 255,622	\$ 280,940	\$ 315,669	\$ 315,669	\$ 319,669
22						
23 Materials & Services:						
24 Postage & Freight	\$ 3,583	\$ 3,763	\$ 4,500	\$ 5,500	\$ 5,500	\$ 5,500
25 Advertising	\$ 26,358	\$ 21,944	\$ 22,000	\$ 20,000	\$ 20,000	\$ 20,000
26 Legal Fees	\$ 1,258	\$ 184	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
27 Financial Review	\$ 13,500	\$ 14,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
28 AD License/Permits	\$ 426	\$ 646	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
29 AD Membership Dues	\$ 4,861	\$ 5,258	\$ 6,200	\$ 6,500	\$ 6,500	\$ 6,500
30 Communications	\$ 10,205	\$ 10,115	\$ 12,000	\$ 13,000	\$ 13,000	\$ 13,000
31 Election Cost	\$ -	\$ 1,647	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
32 Insurance	\$ 20,919	\$ 19,291	\$ 18,000	\$ 20,000	\$ 20,000	\$ 20,000
33 Meetings/Notices	\$ 635	\$ 463	\$ 700	\$ 700	\$ 700	\$ 700
34 Office Supplies	\$ 3,214	\$ 3,834	\$ 6,000	\$ 4,000	\$ 4,000	\$ 4,000
35 AD Training/Travel/Meetings	\$ 10,268	\$ 16,782	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000
36 Board Training/Travel/Meetings	\$ 1,137	\$ 3,145	\$ 2,500	\$ 4,000	\$ 4,000	\$ 4,000
37 Printing	\$ 4,802	\$ 4,138	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
38 Bank Expenses	\$ 7,820	\$ 8,848	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
39 Machine Repair/Software/Hardware	\$ 19,676	\$ 16,871	\$ 19,500	\$ 15,000	\$ 15,000	\$ 15,000
40 Publications	\$ 260	\$ -	\$ 200	\$ 200	\$ 200	\$ 200
41 Contract Services	\$ 18,633	\$ 30,238	\$ 70,000	\$ 50,000	\$ 50,000	\$ 50,000
42 Admin Other	\$ 2,415	\$ 4,599	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
43 Employee Recognition	\$ 1,391	\$ 3,811	\$ 2,500	\$ 3,500	\$ 3,500	\$ 3,500
44 Recruitment	\$ 859	\$ 5,134	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
45 Repair & Maintenance	\$ 856	\$ 1,674	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
46						
47 Materials & Services Total:	\$ 153,078	\$ 176,386	\$ 213,600	\$ 198,900	\$ 198,900	\$ 198,900
48						
49 CAPITAL OUTLAY:						
50 Computer Equipment	\$ -	\$ -	\$ 23,000	\$ 5,000	\$ 5,000	\$ 5,000
51						
52 CAPITAL OUTLAY TOTAL:	\$ -	\$ -	\$ 23,000	\$ 5,000	\$ 5,000	\$ 5,000
53						
54 Total Revenues:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
55 Total Expenses:	\$ 392,937	\$ 432,009	\$ 517,540	\$ 519,569	\$ 519,569	\$ 523,569
56						
57 Difference:	\$ (392,937)	\$ (432,009)	\$ (517,540)	\$ (519,569)	\$ (519,569)	\$ (523,569)
58 Cost Recovery:	0%	0%	0%	0%	0%	0%
59						

**FY 18-19
AQUATICS**

	Actual 15-16	Actual 16-17	Adopted 17-18	Proposed 18-19	Budget Committee	Board Adopted
1 REVENUES:						
2 School Programs	\$ 9,405	\$ 9,170	\$ 9,000	\$ 8,000	\$ 8,000	\$ 8,000
3 Open Swim	\$ 26,087	\$ 25,052	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000
4 Swim Lessons (Classes)	\$ 36,269	\$ 43,946	\$ 33,000	\$ 35,000	\$ 35,000	\$ 35,000
5 Pass Sales	\$ 52,846	\$ 75,245	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000
6 Swim Team	\$ 10,255	\$ 14,505	\$ 13,000	\$ 10,000	\$ 10,000	\$ 10,000
7 Contracted Programs (Product Enhancement)	\$ 13,549	\$ 15,385	\$ 10,000	\$ 13,000	\$ 13,000	\$ 13,000
8 Vending	\$ 10,753	\$ 12,839	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
9 Rentals	\$ 10,758	\$ 13,462	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
10 Grants/ Donations	\$ -	\$ 284	\$ 500	\$ 500	\$ 500	\$ 500
11 Fit/ Wellness/ Adaptive	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12						
13 REVENUE TOTAL:	\$ 169,921	\$ 209,889	\$ 178,500	\$ 179,500	\$ 179,500	\$ 179,500
14						
15 EXPENSES:						
16 Personnel Services:						
17 Maintenance Manager	\$ 60,493	\$ 62,172	\$ 56,500	\$ 65,800	\$ 65,800	\$ 65,800
18 Maintenance Coordinator	\$ 39,914	\$ 48,479	\$ 42,000	\$ 36,000	\$ 36,000	\$ 36,000
19 Maintenance Leader	\$ 20,115	\$ 20,280	\$ 19,000	\$ 22,000	\$ 22,000	\$ 22,000
20 Custodial	\$ 18,342	\$ 24,277	\$ 30,000	\$ 15,000	\$ 15,000	\$ 15,000
21 Aquatic Manager	\$ 49,135	\$ 51,615	\$ 55,000	\$ 60,000	\$ 60,000	\$ 60,000
22 Aquatic Coordinator	\$ -	\$ 32,367	\$ 34,500	\$ 36,500	\$ 36,500	\$ 36,500
23 Lifeguard	\$ 126,666	\$ 148,789	\$ 97,634	\$ 193,000	\$ 193,000	\$ 193,000
24 Aquatic Instruction	\$ 72,664	\$ 38,901	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
25 Fitness Instructors	\$ -	\$ 20,438	\$ 20,240	\$ 25,000	\$ 25,000	\$ 25,000
26 Patron Relation Specialist	\$ 21,047	\$ 32,671	\$ 63,000	\$ 56,500	\$ 56,500	\$ 56,500
27 Payroll Taxes	\$ 67,652	\$ 71,337	\$ 63,482	\$ 94,945	\$ 94,945	\$ 94,945
28 Benefits	\$ 17,462	\$ 17,886	\$ 27,176	\$ 25,000	\$ 25,000	\$ 25,000
29 Retirement Contributions	\$ 13,492	\$ 15,080	\$ 13,380	\$ 15,096	\$ 15,096	\$ 15,096
30 Leave Time Liability	\$ 634	\$ (17,246)	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
31 Reimbursed Medical Expense	\$ 1,260	\$ 1,008	\$ 1,008	\$ 1,008	\$ 1,008	\$ 1,008
32 Longevity Pay	\$ -	\$ 3,083	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
33 Head Lifeguard	\$ 51,983	\$ 66,153	\$ 76,146	\$ -	\$ -	\$ -
34 Registrar	\$ 46,045	\$ 39,213	\$ -	\$ -	\$ -	\$ -
35						
36 Personnel Services Total: (FTE 15.93)	\$ 606,903	\$ 571,135	\$ 638,066	\$ 686,349	\$ 686,349	\$ 686,349
37						
38 Materials & Services:						
39 AQ Membership Dues	\$ 423	\$ 249	\$ 750	\$ 500	\$ 500	\$ 500
40 AQ Office Supplies	\$ 5,042	\$ 1,126	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
41 AQ Training/Travel/Meetings	\$ 4,683	\$ 6,255	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
42 AQ Contract Services	\$ 2,122	\$ 2,906	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
43 AQ Natural Gas	\$ 30,175	\$ 33,714	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000
44 AQ Electricity	\$ 58,302	\$ 62,639	\$ 60,000	\$ 48,000	\$ 48,000	\$ 48,000
45 AQ Water/ Sewer	\$ 11,621	\$ 11,239	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000
46 AQ Operating	\$ 24,708	\$ 18,518	\$ 20,000	\$ 25,000	\$ 25,000	\$ 25,000
47 AQ Repair & Maintenance	\$ 56,019	\$ 66,886	\$ 55,000	\$ 60,000	\$ 60,000	\$ 60,000
48 AQ Vending	\$ 4,173	\$ 7,345	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
49 AQ Program Supplies	\$ 5,104	\$ 9,508	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
50 AQ Swim Team Program Supplies	\$ -	\$ -	\$ 3,000	\$ 2,000	\$ 2,000	\$ 2,000
51 AQ Other	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
52 AQ Refunds	\$ 3,301	\$ 3,173	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
53 AQ Vehicle Fuel Repairs	\$ 1,123	\$ 2,879	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
54 AQ License/Permits	\$ -	\$ 747	\$ 1,000	\$ 1,500	\$ 1,500	\$ 1,500
55						
56 Materials & Services Total:	\$ 206,797	\$ 227,184	\$ 231,250	\$ 228,500	\$ 228,500	\$ 228,500
57						
58 CAPITAL OUTLAY:						
59 AQ Capital Equipment	\$ 75,886	\$ 51,182	\$ 195,400	\$ 40,000	\$ 40,000	\$ 40,000
60						
61 CAPITAL OUTLAY TOTAL:	\$ 75,886	\$ 51,182	\$ 195,400	\$ 40,000	\$ 40,000	\$ 40,000
62						
63 Total Revenues:	\$ 169,921	\$ 209,889	\$ 178,500	\$ 179,500	\$ 179,500	\$ 179,500
64 Total Expenses:	\$ 889,586	\$ 849,500	\$ 1,064,716	\$ 954,849	\$ 954,849	\$ 954,849
65						
66 Difference:	\$ (719,665)	\$ (639,612)	\$ (886,216)	\$ (775,349)	\$ (775,349)	\$ (775,349)
67 Cost Recovery:	19%	25%	17%	19%	19%	19%

FY 18-19
COMMUNITY CENTER

	Actual 15-16	Actual 16-17	Adopted 17-18	Proposed 18-19	Budget Committee	Board Adopted
1 REVENUES:						
2 CC Building Rental	\$ 4,832	\$ 7,816	\$ 5,500	\$ 6,000	\$ 6,000	\$ 6,000
3 CC Grants/ Donations	\$ -	\$ 929	\$ 500	\$ 500	\$ 500	\$ 500
4 CC Contract	\$ 28,498	\$ 27,291	\$ 63,500	\$ 66,000	\$ 66,000	\$ 66,000
5 CC Program/Staffing	\$ 3,578	\$ 4,436	\$ 5,000	\$ 2,000	\$ 2,000	\$ 2,000
6 CC Vending	\$ 32	\$ 164	\$ 50	\$ 50	\$ 50	\$ 50
7 CC Rental Deposit	\$ 3,850	\$ 5,391	\$ 3,500	\$ 5,500	\$ 5,500	\$ 5,500
8 CC New Programs	\$ 7,072	\$ -	\$ -	\$ -	\$ -	\$ -
9						
10 REVENUE TOTAL:	\$ 47,863	\$ 46,028	\$ 78,050	\$ 80,050	\$ 80,050	\$ 80,050
11						
12 EXPENSES:						
13 Personnel Services:						
14 CC Patron Relation Specialist	\$ 33,556	\$ 36,846	\$ 34,000	\$ 40,000	\$ 40,000	\$ 40,000
15 CC Recreation Leader - Transportation	\$ 582	\$ 792	\$ 6,000	\$ 1,500	\$ 1,500	\$ 1,500
16 CC Nutritional Coordinator	\$ -	\$ 4,242	\$ 29,120	\$ 31,000	\$ 31,000	\$ 31,000
17 CC Custodial	\$ 14,215	\$ 8,742	\$ 22,000	\$ 10,000	\$ 10,000	\$ 10,000
18 CC Payroll Taxes	\$ 6,299	\$ 6,295	\$ 9,112	\$ 14,875	\$ 14,875	\$ 14,875
19 CC Leave Time Liability	\$ (55)	\$ 150	\$ 600	\$ 600	\$ 600	\$ 600
20 CC Longevity Pay	\$ -		\$ -	\$ -	\$ -	\$ -
21						
22 Personnel Services Total: (FTE 2.63)	\$ 54,597	\$ 57,066	\$ 100,832	\$ 97,975	\$ 97,975	\$ 97,975
23						
24 Materials & Services:						
25 CC Membership Dues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26 CC Office Supplies	\$ 1,167	\$ 675	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
27 CC Training/Travel/Meetings	\$ -	\$ 62	\$ 500	\$ 500	\$ 500	\$ 500
28 CC Contract Services	\$ 6,506	\$ 7,143	\$ 7,500	\$ 9,000	\$ 9,000	\$ 9,000
29 CC Vehicle Fuel Repairs	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ 500
30 CC Operating Supplies	\$ 286	\$ -	\$ 500	\$ 500	\$ 500	\$ 500
31 CC MBPH	\$ 2,783	\$ 1,842	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
32 CC Repair & Maintenance	\$ 3,064	\$ 947	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
33 CC Program Supplies	\$ 2,327	\$ 2,271	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
34 CC Refunds	\$ 3,878	\$ 7,630	\$ 5,500	\$ 7,500	\$ 7,500	\$ 7,500
35 CC Communications	\$ 3,706	\$ 4,105	\$ -	\$ -	\$ -	\$ -
36 CC License/Permits	\$ -	\$ -	\$ 50	\$ 100	\$ 100	\$ 100
37 CC Staff Training Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
38 CC New Program Supplies	\$ 240	\$ -	\$ -	\$ -	\$ -	\$ -
39 CC Conference Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40 CC Publications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
41 CC Vending Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
42						
43 Materials & Services Total:	\$ 23,956	\$ 24,674	\$ 26,050	\$ 29,600	\$ 29,600	\$ 29,600
44						
45 CAPITAL OUTLAY:	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -
46						
47 CAPITAL OUTLAY TOTAL:	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -
48						
49 Total Revenues:	\$ 47,863	\$ 46,028	\$ 78,050	\$ 80,050	\$ 80,050	\$ 80,050
50 Total Expenses:	\$ 78,553	\$ 81,741	\$ 131,882	\$ 127,575	\$ 127,575	\$ 127,575
51						
52 Difference:	\$ (30,690)	\$ (35,713)	\$ (53,832)	\$ (47,525)	\$ (47,525)	\$ (47,525)
53 Cost Recovery:	61%	56%	59%	63%	63%	63%

**FY 18-19
RECREATION**

	Actual 15-16	Actual 16-17	Budgeted 17-18	Proposed 18-19	Budget Committee	Board Adopted
1 REVENUES:						
2 RC Program	\$ 12,288	\$ 17,349	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
3 RC League	\$ 3,580	\$ 2,280	\$ 3,620	\$ 3,000	\$ 3,000	\$ 3,000
4 RC Fitness	\$ 28,702	\$ 25,037	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
5 RC Grants/ Donations	\$ -	\$ 1,000	\$ 5,000	\$ 1,000	\$ 1,000	\$ 1,000
6 RC Sponsorships	\$ 2,300	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
7 RC New Program	\$ 250	\$ -	\$ 500	\$ 500	\$ 500	\$ 500
8 RC Contract Programs	\$ 5,710	\$ 5,060	\$ 4,680	\$ 6,000	\$ 6,000	\$ 6,000
9 RC Fitness Event	\$ -	\$ 640	\$ 3,600	\$ 3,500	\$ 3,500	\$ 3,500
10 RC Community Garden	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
11						
12 REVENUE TOTAL:	\$ 52,830	\$ 51,366	\$ 58,400	\$ 55,000	\$ 56,000	\$ 56,000
13						
14 EXPENSES:						
15 Personnel Services:						
16 RC Fitness Coordinator	\$ 19,134	\$ 20,627	\$ 23,000	\$ 25,000	\$ 25,000	\$ 25,000
17 RC Fitness Instructors	\$ 22,282	\$ 23,658	\$ 28,000	\$ 29,000	\$ 29,000	\$ 29,000
18 RC Leaders	\$ 6,937	\$ 4,898	\$ 5,000	\$ 8,500	\$ 8,500	\$ 8,500
19 RC Staff Fitness Specialist	\$ -	\$ -	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500
20 RC Payroll Tax	\$ 7,463	\$ 8,384	\$ 9,225	\$ 12,200	\$ 12,200	\$ 12,200
21 RC Benefits	\$ 3,676	\$ 3,782	\$ 6,752	\$ 6,400	\$ 7,550	\$ 7,550
22 RC Retirement Contributions	\$ 2,388	\$ 2,475	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
23 RC Leave Time Liability	\$ 287	\$ 870	\$ 500	\$ 500	\$ 500	\$ 500
24 RC Reimbursed Medical Expense	\$ 252	\$ 252	\$ 252	\$ 252	\$ 252	\$ 252
25 RC Longevity Pay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26						
27 Personnel Services Total: (FTE 1.61)	\$ 62,419	\$ 64,946	\$ 78,229	\$ 90,352	\$ 91,502	\$ 91,502
28						
29 Materials & Services:						
30 RC Membership Dues	\$ 267	\$ 50	\$ 100	\$ 100	\$ 100	\$ 100
31 RC Office Supplies	\$ 162	\$ 17	\$ 250	\$ 250	\$ 250	\$ 250
32 RC Training/Travel/Meetings	\$ 1,012	\$ 2,958	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
33 RC Contract Services	\$ 12,996	\$ 14,826	\$ 15,500	\$ 19,500	\$ 19,500	\$ 19,500
34 RC Vehicle Fuel Repairs	\$ 394	\$ -	\$ -	\$ -	\$ -	\$ -
35 RC Repair/Maintenance	\$ 1,793	\$ 1,273	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
36 RC Program Supplies	\$ 8,936	\$ 4,163	\$ 7,000	\$ 6,000	\$ 6,000	\$ 6,000
37 RC Leagues	\$ 3,034	\$ 1,060	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
38 RC Fitness	\$ 3,072	\$ 2,351	\$ 2,000	\$ 4,000	\$ 4,000	\$ 4,000
39 RC Fitness Events	\$ -	\$ 554	\$ 5,000	\$ 3,000	\$ 3,000	\$ 3,000
40 RC Refunds	\$ 515	\$ 457	\$ 300	\$ 300	\$ 300	\$ 300
41 RC License/Permits	\$ -	\$ 58	\$ 600	\$ 600	\$ 600	\$ 600
42 RC Community Garden Expense	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
43 RC New Program Expense		\$ 2,193	\$ -	\$ -	\$ -	\$ -
44						
45 Materials & Services Total:	\$ 32,181	\$ 29,960	\$ 38,250	\$ 41,250	\$ 42,250	\$ 42,250
46						
47 CAPITAL OUTLAY:						
48 Capital Outlay	\$ 6,597	\$ 5,515	\$ 24,500	\$ -	\$ -	\$ -
49						
50 CAPITAL OUTLAY TOTAL:	\$ 6,597	\$ 5,515	\$ 24,500	\$ -	\$ -	\$ -
51						
52 Total Revenues:	\$ 52,830	\$ 51,366	\$ 58,400	\$ 55,000	\$ 56,000	\$ 56,000
53 Total Expenses:	\$ 101,196	\$ 100,421	\$ 140,979	\$ 131,602	\$ 133,752	\$ 133,752
54						
55 Difference:	\$ (48,367)	\$ (49,055)	\$ (82,579)	\$ (76,602)	\$ (77,752)	\$ (77,752)
56 Cost Recovery:	52%	51%	41%	42%	42%	42%

**FY 17-18
SPECIAL EVENTS**

	Actual 15-16	Actual 16-17	Budgeted 17-18	Proposed 18-19	Budget Committee	Board Adopted
1 REVENUES:						
2 SE Halloween Event	\$ 851	\$ 1,073	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
3 SE Holiday Event	\$ 1,543	\$ 1,500	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
4 SE Egg Hunt	\$ 1,267	\$ 1,100	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
5 SE Farmers Market	\$ 2,304	\$ 5,714	\$ 5,000	\$ 12,000	\$ 12,000	\$ 12,000
6 SE Daddy and Daughter Dance	\$ 2,562	\$ 5,330	\$ 3,000	\$ 5,000	\$ 5,000	\$ 5,000
7 SE New Events	\$ 3,716	\$ 1,605	\$ 1,500	\$ 1,000	\$ 1,000	\$ 1,000
8 SE Senior Event	\$ 467	\$ -	\$ 500	\$ -	\$ -	\$ -
9 SE Skate Park Events	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -
10						
11 REVENUE TOTAL:	\$ 12,241	\$ 16,322	\$ 12,500	\$ 21,000	\$ 21,000	\$ 21,000
12						
13						
14 EXPENSES:						
15 Personnel Services:						
16 SE Coordinator	\$ 19,134	\$ 20,627	\$ 23,000	\$ 25,000	\$ 25,000	\$ 25,000
17 SE Leaders	\$ 10,823	\$ 9,885	\$ 16,000	\$ 17,000	\$ 17,000	\$ 17,000
18 SE Payroll Tax	\$ 3,165	\$ 1,945	\$ 3,900	\$ 7,800	\$ 7,800	\$ 7,800
19 SE Benefits	\$ 3,676	\$ 3,782	\$ 6,752	\$ 6,370	\$ 7,550	\$ 7,550
20 SE Retirement Contributions	\$ 2,204	\$ 2,475	\$ 2,760	\$ 3,000	\$ 3,000	\$ 3,000
21 SE Leave Time Liability	\$ (1,283)	\$ 18	\$ 500	\$ 500	\$ 500	\$ 500
22 SE Reimbursed Medical Expense	\$ 252	\$ 252	\$ 252	\$ 252	\$ 252	\$ 252
23 SE Longevity Pay	\$ -	\$ -	\$ -			\$ -
24						
25 Personnel Services Total: (FTE 0.98)	\$ 37,970	\$ 38,984	\$ 53,164	\$ 59,922	\$ 61,102	\$ 61,102
26						
27 Materials & Services:						
28 SE Membership Dues	\$ 227	\$ 210	\$ 200	\$ 700	\$ 700	\$ 700
29 SE Office Supplies	\$ 160	\$ -	\$ 250	\$ 200	\$ 200	\$ 200
30 SE Training/Travel/Meetings	\$ 2,047	\$ 610	\$ 2,000	\$ 2,500	\$ 2,500	\$ 2,500
31 SE Vehicle Fuel Repairs	\$ 233	\$ -	\$ 250	\$ 200	\$ 200	\$ 200
32 SE Halloween Event	\$ 3,282	\$ 2,020	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
33 SE Holiday Event	\$ 527	\$ 1,636	\$ 2,000	\$ 1,000	\$ 1,000	\$ 1,000
34 SE Egg Hunt	\$ 1,073	\$ 1,015	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
35 SE Daddy and Daughter Dance	\$ 1,649	\$ 2,254	\$ 2,500	\$ 3,000	\$ 3,000	\$ 3,000
36 SE Senior Event	\$ 377	\$ 322	\$ 1,000	\$ 500	\$ 500	\$ 500
37 SE Farmers Market	\$ 3,211	\$ 4,994	\$ 2,000	\$ 6,000	\$ 6,000	\$ 6,000
38 SE 4th of July	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500
39 SE New Events	\$ 3,451	\$ 2,657	\$ 1,300	\$ 2,500	\$ 2,500	\$ 2,500
40 SE Refunds	\$ -	\$ -	\$ 80	\$ 100	\$ 100	\$ 100
41 SE License/Permits	\$ -	\$ 430	\$ 430	\$ 500	\$ 500	\$ 500
42 SE Program supplies	\$ -	\$ 10	\$ -	\$ -	\$ -	\$ -
43 SE Skate Park Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
44						
45						
46						
47 Materials & Services Total:	\$ 16,236	\$ 16,159	\$ 15,510	\$ 21,200	\$ 21,200	\$ 21,200
48						
49 CAPTIAL OUTLAY:						
50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
51 CAPITAL OUTLAY TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
52						
53 Total Revenues:	\$ 12,241	\$ 16,322	\$ 12,500	\$ 21,000	\$ 21,000	\$ 21,000
54 Total Expenses:	\$ 54,206	\$ 55,143	\$ 68,674	\$ 81,122	\$ 82,302	\$ 82,302
55						
56 Difference:	\$ (41,965)	\$ (38,821.17)	\$ (56,174)	\$ (60,122)	\$ (61,302)	\$ (61,302)
57 Cost Recovery:	23%	30%	18%	26%	26%	26%

**FY 18-19
YOUTH CENTER**

	Actual 15-16	Actual 16-17	Budgeted 17-18	Proposed 18-19	Budget Committee	Board Adopted
1 REVENUES:						
2 YC Grants/Donations	\$ -	\$ 74,217	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000
3 YC Summer Camp	\$ 22,137	\$ 17,691	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
4 YC ASA- K- 5th grade	\$ 55,584	\$ 50,440	\$ 33,500	\$ 25,000	\$ 25,000	\$ 25,000
5 YC Day Off Trips/Camps	\$ 201	\$ -	\$ -	\$ 500	\$ 500	\$ 500
6 YC Learning Ladder	\$ 22,215	\$ 59,704	\$ 55,000	\$ 50,000	\$ 50,000	\$ 50,000
7 YC ASA- Preschool	\$ -	\$ -	\$ 33,500	\$ 25,000	\$ 25,000	\$ 25,000
8 YC Summer Explorers (Kinder)	\$ 3,678	\$ 8,888	\$ 8,000	\$ 8,500	\$ 8,500	\$ 8,500
9 YC Middle School Program	\$ 845	\$ 1,507	\$ 1,500	\$ 1,000	\$ 1,000	\$ 1,000
10 YC Building Rental	\$ 5,892	\$ 2,989	\$ 3,500	\$ -	\$ -	\$ -
11 YC Art Explorers	\$ -	\$ -	\$ 1,200	\$ -	\$ -	\$ -
12 YC Food Reimbursement	\$ 5,547	\$ 1,079	\$ -	\$ -	\$ -	\$ -
13 YC Teen Events	\$ 6	\$ -	\$ -	\$ -	\$ -	\$ -
14						
15 REVENUE TOTAL:	\$ 116,105	\$ 216,514	\$ 161,200	\$ 130,000	\$ 130,000	\$ 130,000
16						
17 EXPENSES:						
18 Personnel Services:						
19 YC Manager	\$ 44,776	\$ 46,561	\$ 49,000	\$ 53,200	\$ 53,200	\$ 53,200
20 YC Coordinators	\$ 25,828	\$ 28,489	\$ 28,215	\$ 68,610	\$ 68,610	\$ 68,610
21 YC Preschool Teacher	\$ -	\$ 15,127	\$ 28,730	\$ 15,200	\$ 15,200	\$ 15,200
22 YC Leaders	\$ 87,593	\$ 110,198	\$ 142,150	\$ 135,000	\$ 135,000	\$ 135,000
23 YC Custodial	\$ 8,130	\$ 9,069	\$ 14,239	\$ 10,200	\$ 10,200	\$ 10,200
24 YC Payroll Tax	\$ 26,329	\$ 31,227	\$ 29,060	\$ 49,937	\$ 49,937	\$ 49,937
25 YC Benefits	\$ 12,868	\$ 23,951	\$ 27,176	\$ 7,380	\$ 7,380	\$ 7,380
26 YC Retirement Contributions	\$ 5,373	\$ 10,548	\$ 10,980	\$ 6,384	\$ 6,384	\$ 6,384
27 YC Leave Time Liability	\$ 216	\$ 218	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
28 YC Reimbursed Medical Expense	\$ 1,008	\$ 1,302	\$ 1,008	\$ 504	\$ 504	\$ 504
29 YC Longevity Pay	\$ -	\$ -	\$ -	\$ 700	\$ 700	\$ 700
30 YC Preschool/Kindergarden Coordinator	\$ 36,183	\$ 41,429	\$ 42,500	\$ -	\$ -	\$ -
31						
32 Personnel Services Total: (FTE 7.95)	\$ 248,305	\$ 276,690	\$ 374,058	\$ 348,115	\$ 348,115	\$ 348,115
33						
34 Materials & Services:						
35 YC Membership Dues	\$ 306	\$ 100	\$ 200	\$ 500	\$ 500	\$ 500
36 YC Office Supplies	\$ 1,477	\$ 561	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000
37 YC Training/Travel/Meetings	\$ 1,471	\$ 2,967	\$ 5,000	\$ 6,000	\$ 6,000	\$ 6,000
38 YC Vehicle Fuel Repairs	\$ 2,891	\$ 500	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
39 YC Electricity	\$ 2,114	\$ 2,589	\$ 2,500	\$ 3,000	\$ 3,000	\$ 3,000
40 YC Water/Sewer	\$ 2,145	\$ 2,530	\$ 3,000	\$ 3,500	\$ 3,500	\$ 3,500
41 YC Operating Expense	\$ 1,362	\$ 2,148	\$ 1,000	\$ 2,000	\$ 2,000	\$ 2,000
42 YC Repair/Maintenance	\$ 4,559	\$ 14,065	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
43 YC Program Supplies 2nd-8th	\$ 9,257	\$ 18,941	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500
44 YC Program Supplies Prek- 1st	\$ -	\$ -	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500
45 YC Nutrition	\$ 12,668	\$ 18,800	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
46 YC Refunds	\$ 2,170	\$ 4,624	\$ 2,000	\$ 3,000	\$ 3,000	\$ 3,000
47 YC License/Permits	\$ 179	\$ 414	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
48 YC Contract Services	\$ 13,663	\$ 7,281	\$ 10,500	\$ 11,000	\$ 11,000	\$ 11,000
49 YC Publications	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500
50 YC New Program Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
51 YC Conference Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
52 YC Staff Training Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
53 YC Vending	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
54						
55 Materials & Services Total:	\$ 54,261	\$ 75,523	\$ 64,700	\$ 70,500	\$ 70,500	\$ 70,500
56						
57 CAPITAL OUTLAY:						
58 YC Capital Projects	\$ -	\$ 12,477	\$ 8,000	\$ -	\$ -	\$ -
59						
60 CAPITAL OUTLAY TOTAL:	\$ -	\$ 12,477	\$ 8,000	\$ -	\$ -	\$ -
61						
62 Total Revenues:	\$ 116,105	\$ 216,514	\$ 161,200	\$ 130,000	\$ 130,000	\$ 130,000
63 Total Expenses:	\$ 302,565	\$ 364,690.30	\$ 446,758	\$ 418,615	\$ 418,615	\$ 418,615
64						
65 Difference:	\$ (186,461)	\$ (148,176)	\$ (285,558)	\$ (288,615)	\$ (288,615)	\$ (288,615)
66 Cost Recovery:	38%	59%	36%	31%	31%	31%

FY 18-19
BROADWAY FIELD FUND

	Actual 15-16	Actual 16-17	Budgeted 17-18	Proposed 18-19	Budget Committee	Board Adopted
1 REVENUES:						
2 Net working capital	\$ -	\$ 30,980	\$ -	\$ -	\$ -	\$ -
3 Previously Levied Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4 Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 Transfer from General Fund	\$ 31,850	\$ 26,021	\$ 7,870	\$ 7,875	\$ 7,875	\$ 7,875
6 Foundation Circle of Lights Revenue	\$ 32,720	\$ 32,720	\$ -	\$ -	\$ -	\$ -
7 Rental Fees	\$ 4,079	\$ 3,488	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
8 Concession Sales	\$ 601	\$ 416	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
9 Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10 Sponsorships/ Donations	\$ 23,321	\$ -	\$ 1,000	\$ -	\$ -	\$ -
11 Parentership Revenues	\$ -	\$ 11,200	\$ 10,900	\$ 10,900	\$ 10,900	\$ 10,900
12						
13 Total Resources Except Taxes	\$ 92,571	\$ 104,825	\$ 24,770	\$ 23,775	\$ 23,775	\$ 23,775
14 Taxes Estimated to be received	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15						
16 REVENUE TOTAL:	\$ 92,571	\$ 104,825	\$ 24,770	\$ 23,775	\$ 23,775	\$ 23,775
17						
18						
19 EXPENSES:						
20 Personnel Services:						
21 Nutritional Leader/Concessions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 Maintenance Manager	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23 Maintenance Leader	\$ 5,371	\$ 4,430	\$ 6,000	\$ 6,500	\$ 6,500	\$ 6,500
24 Payroll Taxes	\$ 719	\$ 193	\$ 720	\$ 1,225	\$ 1,225	\$ 1,225
25 Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26 Retirement Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
27						
28 Personnel Services Total: (FTE .25)	\$ 6,090	\$ 4,622	\$ 6,720	\$ 7,725	\$ 7,725	\$ 7,725
29						
30 Materials & Services:						
31 FLD License/Permits	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50
32 Contract Services	\$ 3,534	\$ 3,813	\$ 10,000	\$ 8,000	\$ 8,000	\$ 8,000
33 Vehicle Fuel Repairs	\$ 888	\$ 574	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
34 Electricity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
35 Water/ Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
36 Operating	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ 500
37 Repair & Maintenance	\$ 6,736	\$ 11,224	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
38 Vending	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39 Training/Travel/Meetings	\$ -	\$ 226	\$ 500	\$ 500	\$ 500	\$ 500
40 Refunds	\$ 654	\$ 800	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
41						
42 Materials & Services Total:	\$ 11,812	\$ 16,638	\$ 18,050	\$ 16,050	\$ 16,050	\$ 16,050
43						
44 CAPITAL OUTLAY:						
45	\$ 4,769	\$ 7,719	\$ -	\$ -	\$ -	\$ -
46 CAPITAL OUTLAY TOTAL:	\$ 4,769	\$ 7,719	\$ -	\$ -	\$ -	\$ -
47						
48 Interfund Transfer:						
49	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50 Total Interfund Transfers:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
51						
52 DEBT SERVICE:						
53 Backstop Loan	\$ 6,200	\$ 4,056	\$ -	\$ -	\$ -	\$ -
54 Circle of Lights Loan - TLC	\$ 32,720	\$ 32,720	\$ -	\$ -	\$ -	\$ -
55						
56 DEBT SERVICE TOTAL:	\$ 38,920	\$ 36,776	\$ -	\$ -	\$ -	\$ -
57						
58 General Operating Contingency:	\$ -	\$ -	\$ -		\$ -	\$ -
59						
60 Total Expenditures:	\$ 61,591	\$ 65,755	\$ 24,770	\$ 23,775	\$ 23,775	\$ 23,775
61						
62 Unappropriated Ending Fund Balance:	\$ 30,979	\$ 39,070	\$ -	\$ -	\$ -	\$ -
63						
64 Total Expenses incl. Unappropriated amt.	\$ 92,571	\$ 104,825	\$ 24,770	\$ 23,775	\$ 23,775	\$ 23,775
65						
66 Total Revenues:	\$ 92,571	\$ 104,825	\$ 24,770	\$ 23,775	\$ 23,775	\$ 23,775

FY 18-19
BUILDING ADDITIONS FUND

	Actual 15-16	Actual 16-17	Budgeted 17-18	Proposed 18-19	Budget Committee	Board Adopted
1 REVENUES:						
2 Net working capital	\$ 24,000.00	\$ 54,000.00	\$ 69,000.00	\$ 84,000.00	\$ 84,000.00	\$ 84,000.00
3 Previously Levied Taxes			\$ -	\$ -	\$ -	\$ -
4 Transfer from General Fund	\$ 30,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
5 Grants			\$ -	\$ -	\$ -	\$ -
6 Donations	\$ -		\$ -	\$ -	\$ -	\$ -
7 Interest	\$ -		\$ -	\$ -	\$ -	\$ -
8						
9 Total Resources Except Taxes						
10 Taxes Estimated to be received						
11						
12 REVENUE TOTAL:	\$ 54,000.00	\$ 69,000.00	\$ 84,000.00	\$ 94,000.00	\$ 94,000.00	\$ 94,000.00
13						
14						
15 EXPENSES:						
16 Personnel Services:						
17 Project Manager	\$ -		\$ -	\$ -	\$ -	\$ -
18 Payroll	\$ -		\$ -	\$ -	\$ -	\$ -
19 Benefits	\$ -		\$ -	\$ -	\$ -	\$ -
20 Retirement Contributions	\$ -		\$ -	\$ -	\$ -	\$ -
21						
22 Personnel Services Total: (FTE 0.0)	\$ -		\$ -	\$ -	\$ -	\$ -
23						
24						
25 CAPITAL OUTLAY:						
26 Project Expenses			\$ -	\$ -	\$ -	\$ -
27						
28 CAPITAL OUTLAY TOTAL:	\$ -		\$ -	\$ -	\$ -	\$ -
29						
30 Interfund Transfer:						
31						
32						
33 Total Interfund Transfers:	\$ -		\$ -	\$ -	\$ -	\$ -
34						
35						
36 DEBT SERVICE:						
37						
38						
39 DEBT SERVICE TOTAL:	\$ -		\$ -	\$ -	\$ -	\$ -
40						
41 General Operating Contingency:						
42						
43 Total Expenditures:	\$ -		\$ -	\$ -	\$ -	\$ -
44						
45 Unappropriated Ending Fund Balance:	\$ 54,000.00	\$ 69,000.00	\$ 84,000.00	\$ 94,000.00	\$ 94,000.00	\$ 94,000.00
46						
47 Total Expenses incl. Unappropriated amt.	\$ 54,000.00	\$ 69,000.00	\$ 84,000.00	\$ 94,000.00	\$ 94,000.00	\$ 94,000.00
48						
49 Total Revenues:	\$ 54,000.00	\$ 69,000.00	\$ 84,000.00	\$ 94,000.00	\$ 94,000.00	\$ 94,000.00

**FY 17-18
PARK FUND**

	Actual 15-16	Actual 16-17	Budgeted 17-18	Proposed 18-19	Budget Committee	Board Adopted
1 REVENUES:						
2 Net working capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3 Previously Levied Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4 Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 Circle of Light Partnerships Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7 Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8 Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9						
10 Total Resources Except Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11 Taxes Estimated to be received			\$ -	\$ -		
12						
13 REVENUE TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14						
15 EXPENSES:						
16 Personnel Services:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17 Project Manager	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18 Payroll	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19 Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20 Retirement Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21						
22 Personnel Services Total: (FTE 0.0)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23						
24 CAPITAL OUTLAY:						
25 Project expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26 Musco lighting expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
27 Lighting Partnerships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28						
29 CAPITAL OUTLAY TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30						
31 Interfund Transfer:						
32						
33 Total Interfund Transfers:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
34						
35						
36 DEBT SERVICE:						
37 TLC Circle of Lights Loan			\$ -	\$ -	\$ -	\$ -
38 TOTAL DEBT SERVICE:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39						
40 General Operating Contingency:						
41						
42 Total Expenditures:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
43						
44 Unappropriated Ending Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
45						
46 Total Expenses incl. Unappropriated amt.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
47						
48 Total Revenues:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Support Data

Notes

