



SUNSET EMPIRE

PARK + RECREATION DISTRICT

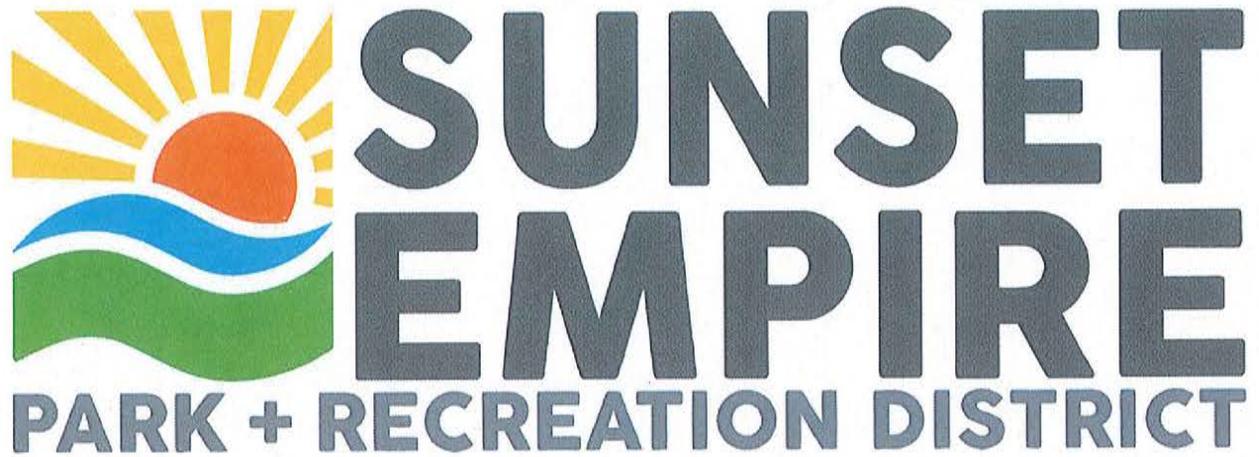


Budget Fiscal Year 2019 to 2020

Budget Committee Meeting
Tuesday, April 16, 2019
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 21st @ 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.



Proposed Budget Fiscal Year 2019-2020

Presented by
Skyler Archibald
Executive Director

April 16, 2019

CONTENTS

Vision & Mission Statement
SEPRD District Map
Did You Know?
Organization Chart

1

Budget Committee FY 2019-20
Budget Timeline FY 2019-20

2

Budget Message FY 2019-20
Community Partners

3

Budget FY 2019-20

4

Support Data

Note Section

5

Vision & Mission Statement

SEPRD District Map

Did You Know?

Organization Chart

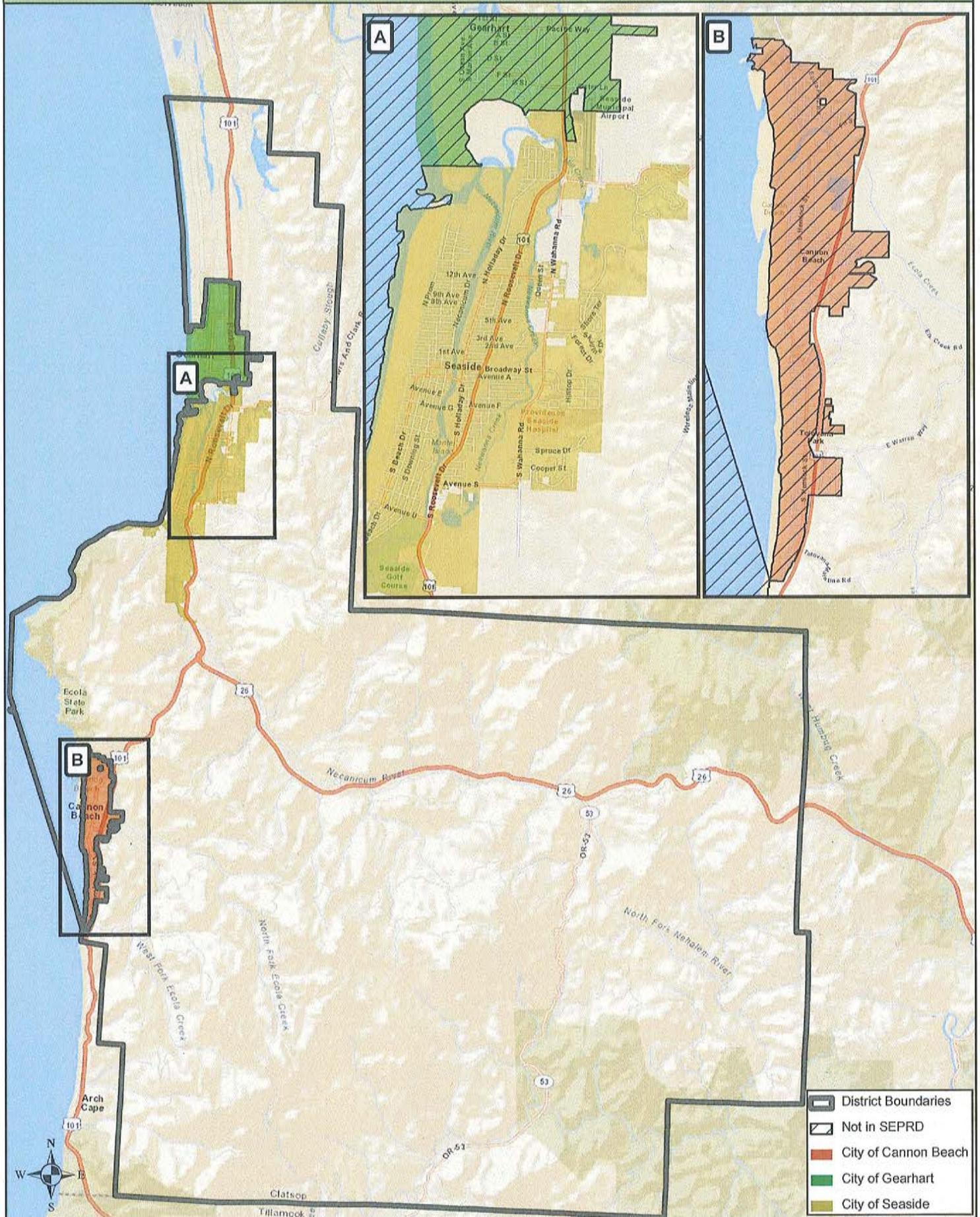
VISION STATEMENT

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)

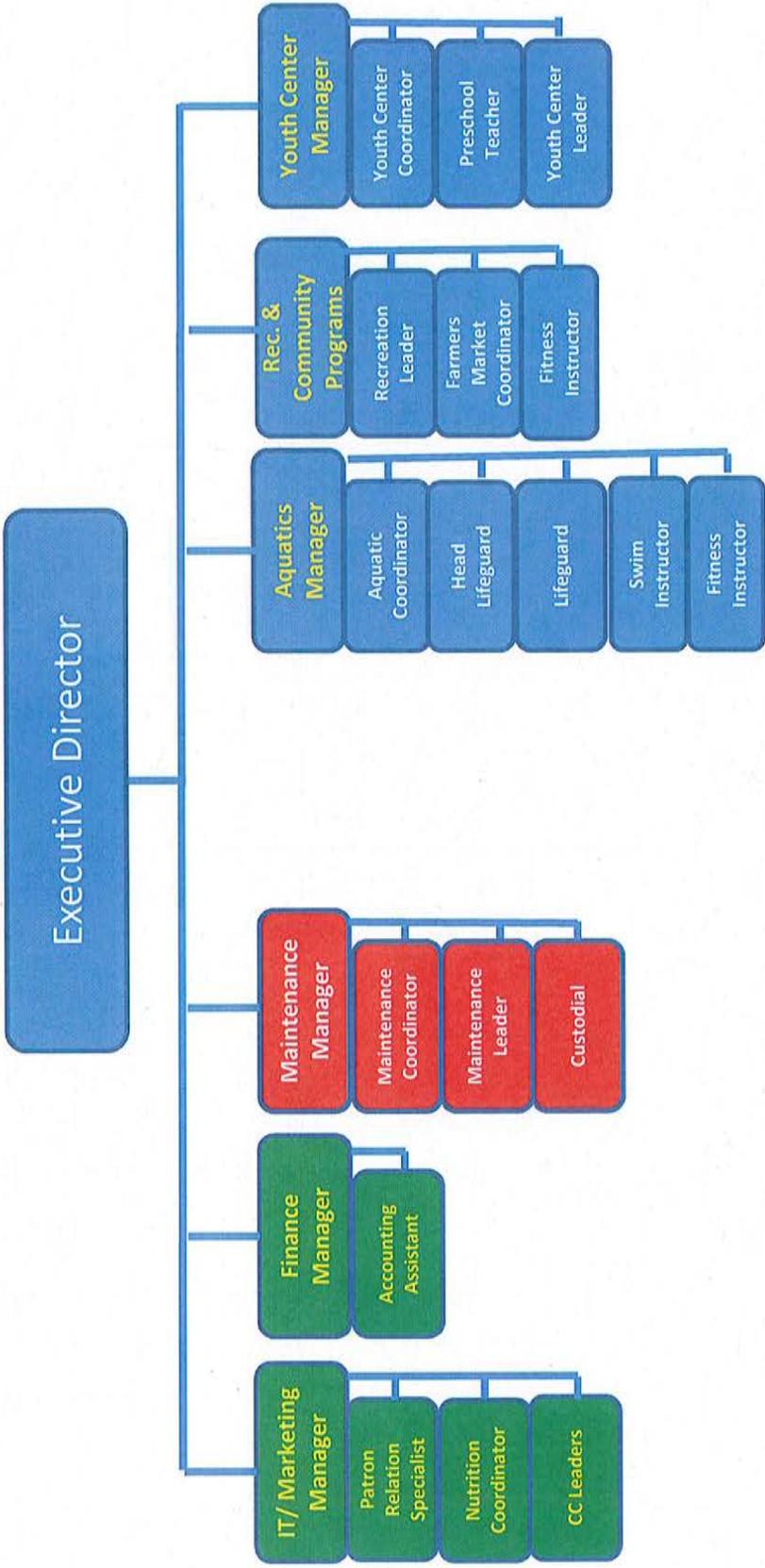
Sunset Empire Parks & Recreation District



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!*



Budget Committee FY 2019-20

Budget Timeline FY 2019-20

Budget Committee

Fiscal Year 2019 to 2020

Board Member Address & Phone

| | | | |
|------------------|-------|--|--------------|
| 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 |
| Rodney Roberts | 19-19 | 2245 Skyline Dr. Seaside, OR 97138 | 503.738.4210 |

Appointed Members Address & Phone

| | | | |
|------------------|-------|--|--------------|
| Amber Clyde | 20-22 | 1615 Franklin St. Seaside, OR 97138 | 503.717.1892 |
| Kindwyn Hoge | 18-20 | 1581 Whispering Pines Dr. Seaside, OR 97138 | 503.717.1142 |
| Katherine Parker | 19-21 | 1220 Elkridge Ct. Seaside, OR 97138 | 503.351.1674 |
| 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 2019-2020

| | | |
|---|----------------|--------------|
| Prepare proposed Budget | Budget Officer | Feb. – April |
| Budget Committee appointed and notified | Board | March 19 |
| 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 5 |
| Budget Committee meets | Committee | April 16 |
| Additional Committee meetings for review | Committee | April-May |
| Approve proposed Budget | Committee | May 21 |
| Publish hearing notice | Budget Officer | June 3 |
| Hold Budget hearing | Board | June 18 |
| Enact Resolutions to: *Adopt Budget *Make appropriations | Board | June 18 |
| 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 2019-20

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.

To meet our vision and mission each year we are required to review our budget, adjust and plan for another great year in serving our community.

2019 marks the 50th year that the SEPRD has served South Clatsop County and as we get ready for the fiscal year 19-20 as well as the next 50 years, it is important to reflect on what was accomplished during a busy 2018-2019 fiscal year.

*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:

Over the past few years, the District has been able to accomplish some amazing things. This is due in large part, to the wonderful staff that work with the District and love serving our community. As has been the case in previous years, the District experienced wonderful continuity this year. We are in the process of replacing our Finance Manager Jennifer Stephens, who we are sad to see go but, by and large, the District retains their staff and loves the relationship that we have with them.

Almost directly before the budget process was complete, the District hired Marcus Koczenasz-Runkle to serve as the new Finance Manager. Marcus will begin his time with the District on April 29.





This has been a great year of stability for the District Board as well. Four of the five Directors will be finishing the year and while we did lose Board President Alan Evans, the Board replaced him with the capable Rodney Roberts. It is noteworthy that the District has seven candidates vying for election in the Spring 2019 election for the two vacant positions.



In addition to the explained changes above there have been several other noteworthy developments. First, the District promoted Lindsey Wolfe to Aquatic Supervisor. Lindsey has served the district wonderfully and this promotion represents her hard work and the filling an important gap in our aquatics program. The District has been fortunate to hire a part-time marketing assistant in Rebecca Sprengeler. Rebecca came by way of the Clatsop Works paid intern program. This summer the District has been fortunate to hire another Clatsop Works intern in Jade Shaw who will assist with IT and website development.

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 (through April 2019)
- Marcus Koczenasz-Runkle: Finance Manager (After May 2019)
- Justin Smith: Aquatics Manager
- Levi Conner: Maintenance Manager
- Shelly Saunders: Youth Programs 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: Barbara Hassan, Evelyn Madison, Zoe Manhire, Ricia Parcher, Angela Wildt, Rebecca Sprengeler, Aerin Adrian and Jennifer Soprano
- Youth Programs Staff: Taylor Aaro, Hannah Aulston, Amanda Browning, Shiqi Dotson, Kari Douma, Vanessa Hughes, Jodee Jayne, Kasie LaFramboise, Sarah Leavitt, Joanna Luengas, Elizabeth MacDonald, Evelyn Madison, Zoe Manhire, Jennifer McCollister, Kimberly Mella, Karen Olson, Sabrina Resa, Camdon Ritterby, Kelly Smith, Nicole Tilton, Marcos Villegas and Desirae Williams.
- Chris Duffy, Nutrition Coordinator
- Kip Keller & Clyde Glick, Landscape and Maintenance
- Head Lifeguards: Amanda Browning, Chris McCollister, Meghan McKeown, Adam Morse, Tawnie Myers, Michaela Richards, Ashley Wolfe, Lindsey Wolfe & Kegan Wallis

2018-2019 Highlights

We would be mistaken if we didn't begin this section with a mention of some of the activities that highlighted our year.

2018 Bond for Expansion: After planning extensively and considering all options, the District Board elected to ask the voters of the District to support a bond for expansion. The expansion would include indoor gymnasium space, fitness space, indoor walking track and expanded youth program space.

Sunset Empire Park & Recreation Expansion Community Forum

Bob Chisholm Community Center

September 17 at 5:00pm | October 9 at 6:00pm | October 29 at 5:00pm

Highlights of the expansion:

- Expanded classrooms & early education programs
- Two additional fitness rooms for programs such as yoga, Tabata, dance fitness, Pilates, etc.
- Community gymnasium
- Indoor walking track
- Increased storage space for pool equipment

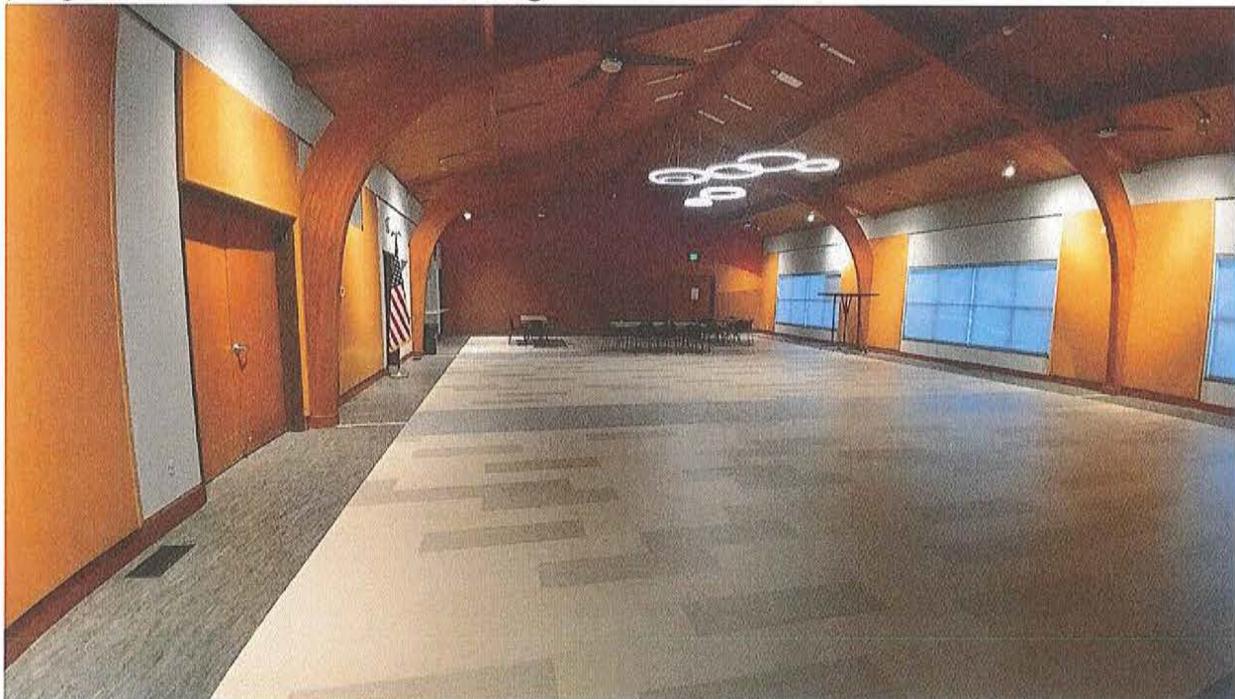
Estimated increase in services: \$5.41 / \$1.79 per \$1,000 of assessed home value.



The cost of the project range provided was \$18-\$23 million. The Board felt that the public would not likely support a bond request that was too high, therefore the decision was made to request \$20 million. The District received substantial public support but ultimately, the bond did not pass. The final results were 2,796 "no" votes (65.4%) and 1,476 "yes" votes (34.6%).

While the news was not what the District was hoping for, we were grateful to participate in the process and we received valuable feedback along the way. The Bond was running simultaneously with some other important funding requests and was often compared with the Seaside School District bond.

Bob Chisholm Community Center Refresh Project: After much fundraising and partnership, the "Bob" has been completely transformed. The work of Darren Gooch and the BCCC Commission is not to be understated in this development but the project would not have been completed without funding by the City of Seaside and many other private donors and businesses in our community. It was a special project that received the generous support of Anderson Painting as well. The contractor that was selected was Helligso Construction and they were wonderful to work with, providing a flexible and expedited project. The result is a beautiful and new space that is welcoming and better serving for all the programs that occur in the building.





Special Event Growth: The District continues to serve our population and market for healthy activities with terrific special events. This year the highlights were the Spooky Swim, Santa Swim, Mother/Son & Daddy/Daughter Dances and the Turkey Trot, which tripled in size from 2017.



These events continue to serve as important gateway marketing experiences for the District and bring public awareness to a greater level because of the experiences that patrons have while participating in these events.

Other highlights from the year, segmented into respective areas are noted below.

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 SEPRD Staff Camdon Ritterby and Nicole Tilton. We have also continued to hold open gyms for basketball. Canoe trips have been a hit with an average of 8 participants per trip, as well as Stand-Up Paddle Boarding growing in popularity.



This year we began a partnership with the Break the Chain foundation to provide a 5k family run. The goal of the run is to raise awareness for sex trafficking as well as provide funds for additional training for police officers and civilians. The first run was held on August 18th and had 65 runners and walkers



along the Prom. This is a very worthy cause and an event that we plan to continue each year.

Due to the natural limitations of the facilities that the District maintains, it becomes increasingly necessary and prudent to partner and collaborate with

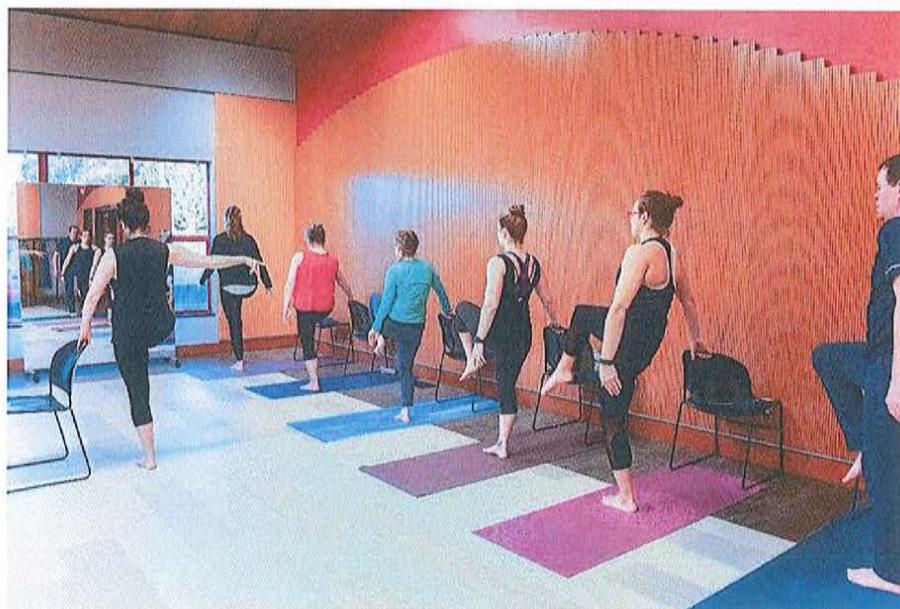


other organizations to ensure that District residents have access to quality fitness and wellness programs.

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. This last year we added two new classes, Pilates and Barre that have been very well received.

The District also maintains an indoor recreational space featuring cardiovascular and strength training



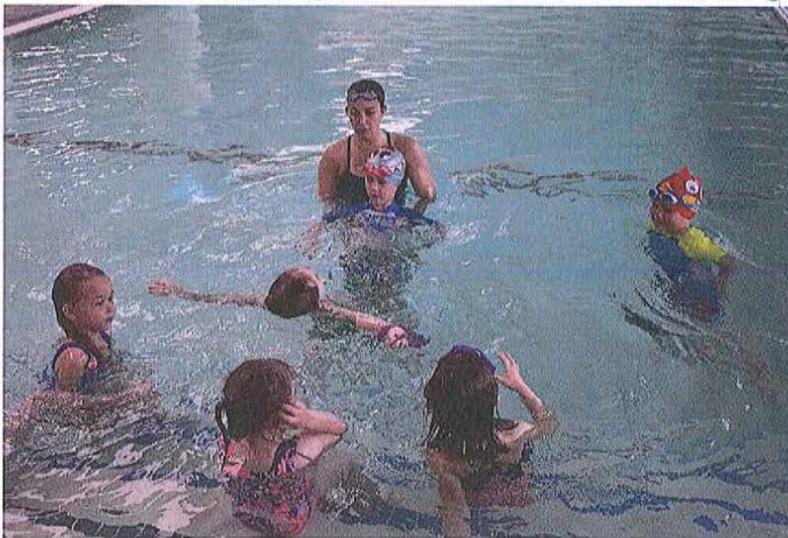


equipment. While modest in size, the facilities contain all the equipment to strength train and get a cardio workout in, which is particularly important during the winter months in our area! Last year, the District purchased a new dumbbell set of weights 5-50lbs with a new rack that is user friendly.

Aquatics:

This has been a year of growth for the Sunset Pool. Swim Lessons, under the guidance of newly appointed Aquatic Supervisor Lindsey Wolfe, and the assistance of lifeguard Ashley Wolfe, 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 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. They ran two novice swim meets this year where the kids were able to compete for 1st-6th place ribbons. The team also raised just over \$1,000 to use for the kids with two Swim Team awards dinners and supplies like swim bags and water bottles.

Aquatic Fitness Programs continue to increase in attendance with wonderful and dedicated instructors like Zoe Manhire, Lauren Fisher, Lindsey Wolfe, Rebecca Pyette, Sandy Klimke, Sharon Chaitt, Angela Wagner, Dorothy Nimtze and Susan Oxley. We are now running 21 classes each week!

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 2018-2019 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, Jewell School and the new addition of Fire Mountain School, totaling some 750 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:

2018-2019 found continued growth and change in our youth programs department. The District's investment in the preschool programs continues to reap benefits for the District, as well as the community.

The Learning Ladder preschool generates solid revenue for the District and remains full, currently serving 26 students. In 2019-2020, the preschool will once again expand by 14, increasing the capacity to serve 40 students on a weekly basis.

The after-school program has strong attendance and was renamed the After-School Zone. The children enrolled enjoy a safe and nurturing environment filled with arts and crafts, gymnasium games and activities, homework



assistance as well as outdoor recreation activities on the school playground. The children enjoy weekly visits to the SEPRD pool and biweekly visits from Nike.

SEPRD continues our strong partnership with the Seaside School District, which allows us to utilize The Heights Elementary School for after school programming.

Additionally, we are able to partner with Broadway Middle School for our Summer Adventure Camp. The Middle School program continues to have low attendance numbers, as finding programming to attract the middle school population has been challenging. The highest attendance days are when there are cooking and art projects. As we look ahead to the departure of the middle school to the new school site in 2020, a retooling to create a Junior Counselor program will begin in the fall of 2019.

Bob Chisholm Community Center:



The Bob Chisholm Community Center is wrapping up an exciting year that saw the completion of a four year-long project, which was a major improvement to its Main Hall. Construction began late last fall and finally wrapped up in April of this year. The total project cost came in at \$330,000, about \$20,000 higher due to the decision to abate, rather than re-encapsulate some asbestos containing flooring material found during the initial stages of construction. The project was made possible through funds raised by the Community Center Commission and a generous budget commitment from the City of Seaside this past fiscal year.

Center usage was down slightly from 2017 numbers, due in large part to the nearly three months that the main hall was unavailable to some of the regular large rentals that normally take place during the Holiday season. Otherwise, walk-in visits and phone calls were slightly higher, as was the Senior meal site attendance.



The Main Hall Refresh Project has inspired a few other projects around the building, such as the conversion of the day-room or “drop-in” room to a multi-use conference room and the redesign of some closet storage areas to make better use of the space. In the

upcoming fiscal year, we hope to change out some of the old blinds with roll-down shades, resurface some of the damaged counter-tops in the building, and make a few improvements to the office area.

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 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, held on Thanksgiving Day, was the most successful run that the District has held in its history, with over 300 runners/walkers braving the cold and wintry elements for a 5k along the Seaside Promenade. 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! Now, in its fourth year, it has become a winter staple for many in our community. This year we had over 300 in attendance at this event. Additionally, the District made the programming decision to add a Mother & Son Dance to round out the experience and that was wildly successful with over 150 attending. The District is fortunate to receive significant support from several local businesses that sponsor these events, thus keeping the cost low for the attendees.



While there are many wonderful special events at the District, no Special Event has grown more and done so in such a terrific fashion as the Seaside Farmers Market.

The Market is now in its 5th year and third location but that new location and the experiences learned along the way have transformed the market. Last year we had nearly 60 vendors, including a great balance of local food and produce and products from artisans and crafters.



Attendance has continued to surge onward, driven by the great products and affordable prices but also by the weekly music performances and terrific food from local vendors and restaurants. Weekly, we have a local non-profit attend the market which has been very popular for the community.

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

- o The annual Community Egg Hunt was enjoyed by approximately 1,400 children.
- o Sunset Thriller and the Fall Fun Fest was held on October 20th. Hosting the event prior to Halloween ensures that the District will be able to generate enough volunteer support to run the fun fest and the Thriller. Between the Thriller and the Fun Fest, the District engaged with nearly 800 attendees. Additionally, the District passed on some 250 pounds of food to the Food Bank that was donated by attendees.

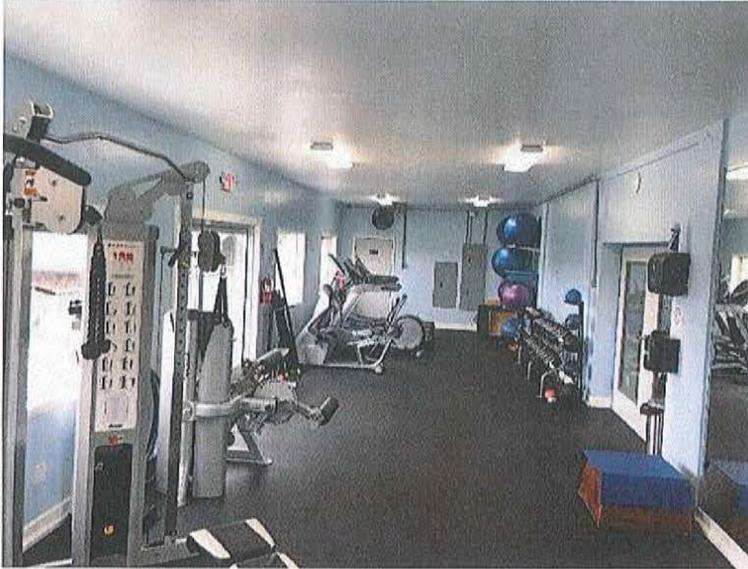
Facilities & Maintenance:

This year has been another great year for the maintenance department as Levi Conner and staff have continued to maintain the preventative maintenance



measures that were introduced last year. This has proven to be beneficial for the district in budget projection for the replacement of larger pieces of equipment due to end of life and/or excessive required maintenance.

As the District grows with increased programming and higher usage, so 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 the challenge of reorganizing the fitness room

to create an open space for morning classes without having to move the heavy equipment. With the open space came a more sensible storage solution for the miscellaneous fitness related items. A fresh coat of paint was added as well!

The biggest project of the 2018-2019 fiscal year was the installation of a new hot water system for the locker room showers. Although this project was slated for a future date, it became a priority this year with the first few months of cold weather in 2019. The old system was not adequate in keeping up with the demand of our daily patron turnover. The maintenance team



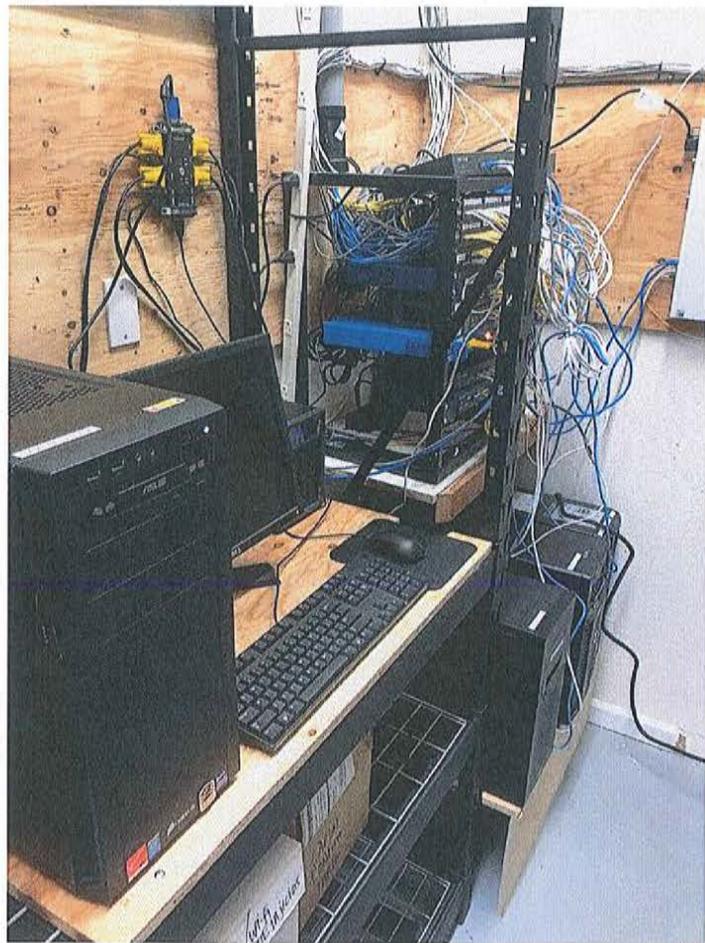
invested several weeks in identifying plumbing redundancies and resolving



them. It wasn't until those issues were eliminated that the current water heater was determined inadequate to keep up with the demand. The department worked closely with a local plumber to ensure a seamless transition to the new energy efficient hot water system resulting in a one-day facility closure. This process would normally take one week to complete.

Technology:

Our technology department continues to work on improving our network health. We are just now beginning to implement the new server system that was purchased a couple of months ago. That project was one that had gotten pushed forward a couple of fiscal years due to some intervening needs but is now looking at being completed over the next two months. Several other smaller improvements will be made in conjunction with this project as well.



During the upcoming fiscal year, we will be adding additional cameras to our current system through a matching grant we received from SDAO late last fall. The grant will allow us to add nine new cameras in key areas where we do not currently have a presence. Staff have identified the front entry area at the Bob Chisholm Community Center, the spectator hallway at the pool, the natatorium and the north end of the skate park as just a few of those areas.



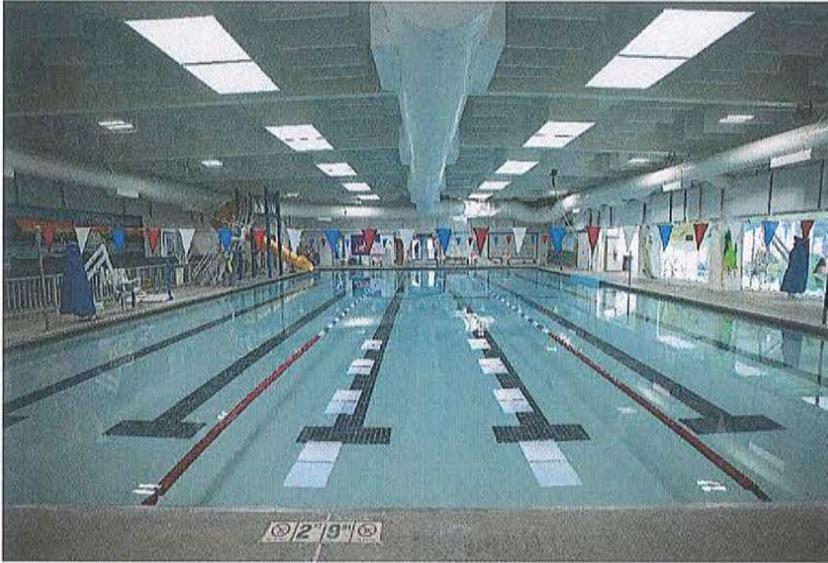
Marketing:

Our marketing focus over the past year has been a push to increase our social media presence. That effort has produced much fruit as we saw with the immense feedback and shares we had with the new Mother Son Dance held last February. The number of shares among local moms was almost historic in comparison to any other event we have posted to date. This illustrated to our marketing team members just how influential and necessary a strong social media presence is for our marketing program.



Last fall we launched our new website, the product of nearly nine months of work by the team to sift through design options and develop a site that offered the most sought-after information while doing so in a way that made accessing it easy and intuitive. The feedback has been 95% positive with some very constructive improvements that were quickly attended to.

Additionally, the District implemented two feedback mechanisms to continue receiving valuable information from those we serve. The first is an iPad device, located in one of the high traffic areas of the District which is used to gather instant feedback on facility cleanliness and customer service. The second is the utilization of Survey Monkey surveys to our customers to gauge their experience in a program, such as Swim Lessons.



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 yet crucial. This year the Board addressed the following issues: Staff Benefits, Reinstating Trespassed Individuals, Surveys and Feedback for the District, the SEPRD Expansion Bond, the District Drug and Alcohol Policy among other topics.

Other highlights of the year include:

- One Director attended the ORPA Conference in Fall, 2018
- Four 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 2019-2020 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 **\$1,839,147,477** for FY 19-20. The permanent tax rate is .92/1,000 of assessed value.

This generates **\$1,704,864**, 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 **\$1,585,475** 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 **\$1,303,200** from the following sources: carryover, timber taxes, donations and other miscellaneous sources of general income. 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 2018-2019. 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.

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. Not all



employees receive a merit-based increase and, if an employee does receive an increase, that increase is not standardly applied.

Also, the Board approved an increase to the HRA VEBA account for all full-time employees. That increase, effective July 1, will provide increased funds for staff to

cover additional medical costs.

You may notice that almost universally the expenses for payroll increase due to many factors, but primarily the rising cost of labor in our area. In positive news the District operates more efficiently each year and with the expertise provided by our maintenance department as well as our energy-saving modifications, we expect our expenses in electricity, water costs and natural gas to remain steady or diminished.

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 six 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.

You may notice an increase in the Benefits line of the expenses as at the time of the budget, staff was not sure how upcoming personnel changes would affect that line. Staff expects to purchase a new printer for the Administration Office as our current printer needs to be replaced.

Overall, expenses see only a modest increase of less than \$2,000 for the next fiscal year.

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.

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 District expects to continue to see increased revenues in aquatic programs with robust swim lessons and increase in contract programs (Silver & Fit and others) participation levels.

You may notice an increase in the aquatic coordinator line as that line now combines both the aquatic coordinator and aquatic supervisor positions. The increase in overall personnel services is a result of increased labor costs, continuity of staff and increased insurance costs.

One unknown at the time of budget is the Shutdown Plan for 2019. While the District has prioritized the needed projects for the Natatorium, we have been unable to receive accurate and timely bids for projects needed from the contractors that would be required. Thus, the District is budgeting \$60,000 for repair and maintenance and \$75,000 for Capital Equipment. The Capital Equipment line would be substantial enough to cover the associated learner pool projects of replacing the strip drain, replastering the learner pool itself and improving the in-water lighting.

Despite the substantial investment expected, the District budgets for increased revenues from last year and a similar cost recovery as previous years.



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. Additionally, the District is contracted with Northwest Senior Disability Services to operate the Senior Mealsite and Wheels on Meals Programs. Those contracts are reflected in the CC Contract line.

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.

While the District hopes that the renovated Main Hall will increase building rental revenues, the next year will bear the actual results. All other revenues and expenses remain consistent from year to year.

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 continued to bring professionalism and great programs to our fitness programs.

The budget will provide the following:

- Softball League
- Basketball Open Gym
- Runs (Turkey Trot, Summer Run)
- Group Exercise Classes



- Corporate Fitness Plans
 - Hotel/ Motel Outreach
 - Arthritis Exercise Classes
 - Contracted Exercise Services
 - Tai Chi
 - Qi Gong
 - Yoga
 - Zumba
 - Body Ball Training
 - And Much More!!
- Family Triathlon



Over the last fiscal year, the District has added new fitness classes (Barre and Pilates) as well as expanded into pickleball with a tournament and open pickleball sessions and paddle boarding trips.

The District is consistently evaluating its fitness programs offered and working to ensure that residents have great and affordable access to high quality fitness programs. We enjoy a great relationship with contracted fitness instructors to provide yoga, dance fitness and other classes.

You may notice a large capital request and that is to purchase two new pieces of cardio equipment: a new elliptical machine and a replacement treadmill. Both cardio pieces are necessary for the district to meet the needs of our users in the fitness room.

Special Events Department:

This has been another banner year for the Special Events Department and the District is excited to continue building upon those successes. Successful Halloween, Holiday and Spring Events are staples, but the District budgets increases in the Farmers Market and Dance Events of February.

All other areas in this budget remain similar to previous years budgets.

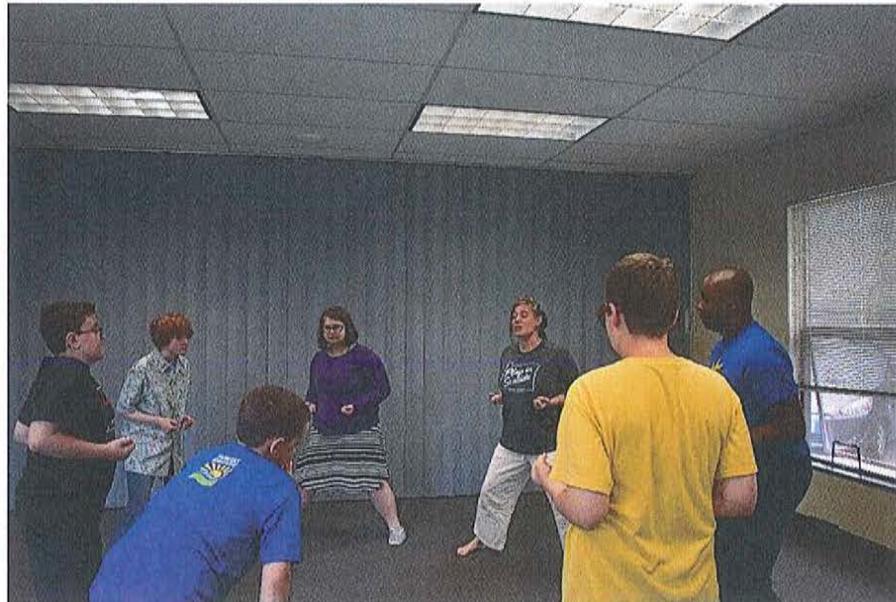
Youth Center Department:



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 revenues budgeted for are noteworthy as the District receives a substantial chunk of revenue through the youth programs. That is also the area where a good portion of the program participants are on scholarship, either through the District scholarship program or on a Rotary Scholarship.



All preschool staff have been moved to one line this year.

Youth programs takes a great deal from our dedicated staff to operate.

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 been lapsed for two years and 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. With the relocation of Broadway Middle School Students in the Fall of 2020, it is possible that this program could look entirely different or not exist in our next budget.



The District will be expanding preschool this upcoming year to provide even more opportunities for children in our community and to meet the demand.

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. The Building Addition Fund is budgeted to receive a small contribution this year and will eclipse the \$100,000 amount.

Conclusion:

As you will hopefully conclude, the District remains poised as the leader in our community with many programs and services offered. The District Staff presents this budget to you with the need to emphasize the consistent investment necessary to maintain our wonderful facilities and programs. This year may represent another substantial investment in the work needed to maintain the learner pool and update equipment in the fitness room.

Nevertheless, the District is always excited to serve our residents and provide more services and space for the future of SEPRD.

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 and service to the District!



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 2019-20

**SEPRD Budget FY 19-20
SUMMARY SHEET OF GENERAL FUND**

| | Actual 16-17 | Actual 17-18 | Budgeted 18-19 | Proposed 19-20 | Budget Committee | Board Adopted |
|--|--------------|--------------|----------------|----------------|------------------|---------------|
| 1 REVENUES: | | | | | | |
| 2 Net Working Capital | \$ 722,913 | \$ 641,800 | \$ 500,000 | \$ 700,000 | \$ - | \$ - |
| 3 Previously Levied/Back Taxes | \$ 73,152 | \$ 73,303 | \$ 75,000 | \$ 75,000 | \$ - | \$ - |
| 4 Wauna Mill Settlement | \$ - | \$ (5,841) | \$ - | \$ - | \$ - | \$ - |
| 5 Tax Interest | \$ 368 | \$ 571 | \$ 300 | \$ 700 | \$ - | \$ - |
| 6 | | | | | | |
| 7 Other Resources: | | | | | | |
| 8 Other/TRAN - Loan | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 9 Timber Tax Revenue | \$ 36,346 | \$ 19,410 | \$ 35,000 | \$ 20,000 | \$ - | \$ - |
| 10 Donations | \$ - | \$ - | \$ 5,000 | \$ 1,000 | \$ - | \$ - |
| 11 Bequests/Foundation | \$ 4,806 | \$ 21,861 | \$ 20,000 | \$ 20,000 | \$ - | \$ - |
| 12 Grants/Sponsorships | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 13 Bank Interest | \$ 10,017 | \$ 12,519 | \$ 8,000 | \$ 10,000 | \$ - | \$ - |
| 14 Miscellaneous | \$ 7,275 | \$ 6,945 | \$ 5,000 | \$ 5,000 | \$ - | \$ - |
| 15 Administration | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 16 Aquatics | \$ 209,889 | \$ 167,799 | \$ 179,500 | \$ 183,200 | \$ - | \$ - |
| 17 Community Center | \$ 46,028 | \$ 82,695 | \$ 80,050 | \$ 80,050 | \$ - | \$ - |
| 18 Recreation | \$ 51,366 | \$ 60,099 | \$ 56,000 | \$ 53,000 | \$ - | \$ - |
| 19 Special Events | \$ 16,322 | \$ 25,586 | \$ 21,000 | \$ 29,000 | \$ - | \$ - |
| 20 Youth Center | \$ 216,514 | \$ 145,879 | \$ 130,000 | \$ 126,250 | \$ - | \$ - |
| 21 | | | | | | |
| 22 Total Resources Except Taxes | \$ 1,394,995 | \$ 1,252,625 | \$ 1,114,850 | \$ 1,303,200 | \$ - | \$ - |
| 23 Taxes Est. to be rec'vd/Current | \$ 1,484,819 | \$ 1,539,192 | \$ 1,531,700 | \$ 1,585,475 | \$ - | \$ - |
| 24 | | | | | | |
| 25 REVENUE TOTAL: | \$ 2,879,814 | \$ 2,791,817 | \$ 2,646,550 | \$ 2,888,675 | \$ - | \$ - |
| 26 | | | | | | |
| 27 EXPENSES: | | | | | | |
| 28 Department Expense: | | | | | | |
| 29 Administration | \$ 432,009 | \$ 476,921 | \$ 523,569 | \$ 525,334 | \$ - | \$ - |
| 30 Aquatics | \$ 849,500 | \$ 1,022,118 | \$ 954,849 | \$ 1,022,396 | \$ - | \$ - |
| 31 Community Center | \$ 81,741 | \$ 119,395 | \$ 127,575 | \$ 134,437 | \$ - | \$ - |
| 32 Recreation | \$ 100,421 | \$ 128,840 | \$ 133,752 | \$ 160,648 | \$ - | \$ - |
| 33 Special Events | \$ 55,143 | \$ 62,294 | \$ 82,302 | \$ 88,043 | \$ - | \$ - |
| 34 Youth Center | \$ 364,690 | \$ 368,108 | \$ 418,615 | \$ 466,360 | \$ - | \$ - |
| 35 | | | | | | |
| 36 Department Expenses Total: | \$ 1,883,504 | \$ 2,177,676 | \$ 2,240,662 | \$ 2,397,219 | \$ - | \$ - |
| 37 | | | | | | |
| 38 TRANSFERS: | | | | | | |
| 39 Park Fund | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 40 Building Replacement Fund | \$ 15,000 | \$ 15,000 | \$ 10,000 | \$ 10,000 | \$ - | \$ - |
| 41 Broadway Field Fund | \$ 26,021 | \$ 7,870 | \$ 7,875 | \$ 11,347 | \$ - | \$ - |
| 42 | | | | | | |
| 43 TOTAL TRANSFERS: | \$ 41,021 | \$ 22,870 | \$ 17,875 | \$ 21,347 | \$ - | \$ - |
| 44 | | | | | | |
| 45 DEBT SERVICE: | | | | | | |
| 46 SEPRF - UV/ Pool Improvement Loan | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 47 US Bank - Flex Lease Pool Improvements | \$ 111,438 | \$ 112,058 | \$ 113,000 | \$ 113,000 | \$ - | \$ - |
| 48 US Bank - TRAN Loan | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 49 Wauna Mill Settlement | \$ 6,199 | \$ - | \$ 6,500 | \$ 6,500 | \$ - | \$ - |
| 50 | | | | | | |
| 51 TOTAL DEBT SERVICE: | \$ 117,637 | \$ 112,058 | \$ 119,500 | \$ 119,500 | \$ - | \$ - |
| 52 | | | | | | |
| 53 General Operating Contingency: | \$ - | \$ - | \$ 20,000 | \$ 20,000 | \$ - | \$ - |
| 54 | | | | | | |
| 55 Total Expenditures: | \$ 2,042,161 | \$ 2,312,603 | \$ 2,398,037 | \$ 2,558,066 | \$ - | \$ - |
| 56 | | | | | | |
| 57 Unappropriated Ending Fund Balance: | \$ 837,653 | \$ 479,214 | \$ 248,513 | \$ 330,609 | \$ - | \$ - |
| 58 | | | | | | |
| 59 Total Expenses incl. Unappropriated amt. | \$ 2,879,814 | \$ 2,791,817 | \$ 2,646,550 | \$ 2,888,675 | \$ - | \$ - |
| 60 | | | | | | |
| 61 Total Revenues: | \$ 2,879,814 | \$ 2,791,817 | \$ 2,646,550 | \$ 2,888,675 | \$ - | \$ - |

**FY 19-20
ADMINISTRATION**

| | Actual 16-17 | Actual 17-18 | Budgeted 18-19 | Proposed 19-20 | Budget Committee | Board Adopted |
|---|--------------|--------------|----------------|----------------|------------------|---------------|
| 1 REVENUES: | | | | | | |
| 2 | | | | | | |
| 3 REVENUE TOTAL: | | | | | | |
| 4 | | | | | | |
| 5 EXPENSES: | | | | | | |
| 6 Personnel Services: | | | | | | |
| 7 Executive Director | \$ 70,428 | \$ 78,028 | \$ 84,100 | \$ 89,000 | \$ - | \$ - |
| 8 Finance Manager | \$ 52,356 | \$ 57,454 | \$ 62,500 | \$ 50,000 | \$ - | \$ - |
| 9 IT/ Marketing Manager | \$ 53,122 | \$ 57,211 | \$ 61,500 | \$ 65,000 | \$ - | \$ - |
| 10 Admin Assistant | \$ 2,971 | \$ 8,080 | \$ 18,500 | \$ 25,000 | \$ - | \$ - |
| 11 Payroll Taxes | \$ 23,198 | \$ 26,514 | \$ 39,965 | \$ 39,464 | \$ - | \$ - |
| 12 Benefits | \$ 25,381 | \$ 26,530 | \$ 24,620 | \$ 34,766 | \$ - | \$ - |
| 13 Retirement Contributions | \$ 21,443 | \$ 23,051 | \$ 24,972 | \$ 16,680 | \$ - | \$ - |
| 14 Leave Time Liability | \$ 5,212 | \$ 1,790 | \$ 2,000 | \$ 2,000 | \$ - | \$ - |
| 15 Reimbursed Medical Expense | \$ 1,512 | \$ 1,512 | \$ 1,512 | \$ 3,024 | \$ - | \$ - |
| 16 Longevity Pay | | \$ - | \$ - | \$ - | \$ - | \$ - |
| 17 Admin Staff Support/ HR Manager | | \$ - | \$ - | \$ - | \$ - | \$ - |
| 18 Admin Staff Training | | \$ - | \$ - | \$ - | \$ - | \$ - |
| 19 Admin Merit | | \$ - | \$ - | \$ - | \$ - | \$ - |
| 20 | | | | | | |
| 21 Personnel Services Total: (FTE 3.75) | \$ 255,622 | \$ 280,171 | \$ 319,669 | \$ 324,934 | \$ - | \$ - |
| 22 | | | | | | |
| 23 Materials & Services: | | | | | | |
| 24 Postage & Freight | \$ 3,763 | \$ 4,004 | \$ 5,500 | \$ 6,500 | \$ - | \$ - |
| 25 Advertising | \$ 21,944 | \$ 20,690 | \$ 20,000 | \$ 20,000 | \$ - | \$ - |
| 26 Legal Fees | \$ 184 | \$ 520 | \$ 2,500 | \$ 5,000 | \$ - | \$ - |
| 27 Financial Review | \$ 14,000 | \$ 14,000 | \$ 16,000 | \$ 16,000 | \$ - | \$ - |
| 28 AD License/Permits | \$ 646 | \$ 5,061 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 29 AD Membership Dues | \$ 5,258 | \$ 4,986 | \$ 6,500 | \$ 6,500 | \$ - | \$ - |
| 30 Communications | \$ 10,115 | \$ 17,185 | \$ 13,000 | \$ 13,000 | \$ - | \$ - |
| 31 Election Cost | \$ 1,647 | \$ - | \$ 2,000 | \$ - | \$ - | \$ - |
| 32 Insurance | \$ 19,291 | \$ 18,839 | \$ 20,000 | \$ 23,000 | \$ - | \$ - |
| 33 Meetings/Notices | \$ 463 | \$ 533 | \$ 700 | \$ 700 | \$ - | \$ - |
| 34 Office Supplies | \$ 3,834 | \$ 3,664 | \$ 4,000 | \$ 4,500 | \$ - | \$ - |
| 35 AD Training/Travel/Meetings | \$ 16,782 | \$ 13,114 | \$ 15,000 | \$ 15,000 | \$ - | \$ - |
| 36 Board Training/Travel/Meetings | \$ 3,145 | \$ 3,882 | \$ 4,000 | \$ 4,000 | \$ - | \$ - |
| 37 Printing | \$ 4,138 | \$ 3,772 | \$ 5,000 | \$ 7,500 | \$ - | \$ - |
| 38 Bank Expenses | \$ 8,848 | \$ 5,602 | \$ 8,000 | \$ 10,000 | \$ - | \$ - |
| 39 Machine Repair/Software/Hardware | \$ 16,871 | \$ 4,896 | \$ 15,000 | \$ 15,000 | \$ - | \$ - |
| 40 Publications | \$ - | \$ - | \$ 200 | \$ 200 | \$ - | \$ - |
| 41 Contract Services | \$ 30,238 | \$ 52,513 | \$ 50,000 | \$ 40,000 | \$ - | \$ - |
| 42 Admin Other | \$ 4,599 | \$ 2,738 | \$ 3,500 | \$ 3,500 | \$ - | \$ - |
| 43 Employee Recognition | \$ 3,811 | \$ 3,389 | \$ 3,500 | \$ 4,000 | \$ - | \$ - |
| 44 Recruitment | \$ 5,134 | \$ 16 | \$ 2,500 | \$ 2,500 | \$ - | \$ - |
| 45 Repair & Maintenance | \$ 1,674 | \$ 1,072 | \$ 1,000 | \$ 2,500 | \$ - | \$ - |
| 46 | | | | | | |
| 47 Materials & Services Total: | \$ 176,386 | \$ 180,476 | \$ 198,900 | \$ 200,400 | \$ - | \$ - |
| 48 | | | | | | |
| 49 CAPITAL OUTLAY: | | | | | | |
| 50 Computer Equipment | \$ - | \$ 16,274 | \$ 5,000 | \$ - | \$ - | \$ - |
| 51 | | | | | | |
| 52 CAPITAL OUTLAY TOTAL: | \$ - | \$ 16,274 | \$ 5,000 | \$ - | \$ - | \$ - |
| 53 | | | | | | |
| 54 Total Revenues: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 55 Total Expenses: | \$ 432,009 | \$ 476,921 | \$ 523,569 | \$ 525,334 | \$ - | \$ - |
| 56 | | | | | | |
| 57 Difference: | \$ (432,009) | \$ (476,921) | \$ (523,569) | \$ (525,334) | \$ - | \$ - |
| 58 Cost Recovery: | 0% | 0% | 0% | 0% | 0% | 0% |
| 59 | | | | | | |

**FY 19-20
AQUATICS**

| | Actual 16-17 | Actual 17-18 | Budgeted 18-19 | Proposed 19-20 | Budget Committee | Board Adopted |
|---|---------------------|---------------------|---------------------|---------------------|------------------|----------------|
| 1 REVENUES: | | | | | | |
| 2 School Programs | \$ 9,170 | \$ 7,725 | \$ 8,000 | \$ 8,000 | \$ - | \$ - |
| 3 Open Swim | \$ 25,052 | \$ 19,536 | \$ 22,000 | \$ 20,000 | \$ - | \$ - |
| 4 Swim Lessons (Classes) | \$ 43,946 | \$ 34,374 | \$ 35,000 | \$ 40,000 | \$ - | \$ - |
| 5 Pass Sales | \$ 75,245 | \$ 61,221 | \$ 65,000 | \$ 67,000 | \$ - | \$ - |
| 6 Swim Team | \$ 14,505 | \$ 5,637 | \$ 10,000 | \$ 6,500 | \$ - | \$ - |
| 7 Contracted Programs (Product Enhancement) | \$ 15,385 | \$ 16,338 | \$ 13,000 | \$ 17,500 | \$ - | \$ - |
| 8 Vending | \$ 12,839 | \$ 10,458 | \$ 14,000 | \$ 14,000 | \$ - | \$ - |
| 9 Rentals | \$ 13,462 | \$ 12,495 | \$ 12,000 | \$ 10,000 | \$ - | \$ - |
| 10 Grants/ Donations | \$ 284 | \$ 16 | \$ 500 | \$ 200 | \$ - | \$ - |
| 11 Fit/ Wellness/ Adaptive | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 12 | | | | | | |
| 13 REVENUE TOTAL: | \$ 209,889 | \$ 167,799 | \$ 179,500 | \$ 183,200 | \$ - | \$ - |
| 14 | | | | | | |
| 15 EXPENSES: | | | | | | |
| 16 Personnel Services: | | | | | | |
| 17 Maintenance Manager | \$ 62,172 | \$ 66,957 | \$ 65,800 | \$ 70,000 | \$ - | \$ - |
| 18 Maintenance Coordinator | \$ 48,479 | \$ 28,411 | \$ 36,000 | \$ 37,000 | \$ - | \$ - |
| 19 Maintenance Leader | \$ 20,280 | \$ 25,372 | \$ 22,000 | \$ 25,500 | \$ - | \$ - |
| 20 Custodial | \$ 24,277 | \$ 10,880 | \$ 15,000 | \$ 15,000 | \$ - | \$ - |
| 21 Aquatic Manager | \$ 51,615 | \$ 55,702 | \$ 60,000 | \$ 63,500 | \$ - | \$ - |
| 22 Aquatic Coordinator | \$ 32,367 | \$ 32,009 | \$ 36,500 | \$ 75,000 | \$ - | \$ - |
| 23 Lifeguard | \$ 148,789 | \$ 130,500 | \$ 193,000 | \$ 185,000 | \$ - | \$ - |
| 24 Aquatic Instruction | \$ 38,901 | \$ 24,153 | \$ 35,000 | \$ 28,000 | \$ - | \$ - |
| 25 Fitness Instructors | \$ 20,438 | \$ 19,695 | \$ 25,000 | \$ 23,000 | \$ - | \$ - |
| 26 Patron Relation Specialist | \$ 32,671 | \$ 51,766 | \$ 56,500 | \$ 60,000 | \$ - | \$ - |
| 27 Payroll Taxes | \$ 71,337 | \$ 67,180 | \$ 94,945 | \$ 99,595 | \$ - | \$ - |
| 28 Benefits | \$ 17,886 | \$ 25,863 | \$ 25,000 | \$ 34,765 | \$ - | \$ - |
| 29 Retirement Contributions | \$ 15,080 | \$ 14,285 | \$ 15,096 | \$ 16,020 | \$ - | \$ - |
| 30 Leave Time Liability | \$ (17,246) | \$ 4,191 | \$ 4,000 | \$ 4,500 | \$ - | \$ - |
| 31 Reimbursed Medical Expense | \$ 1,008 | \$ 1,008 | \$ 1,008 | \$ 2,016 | \$ - | \$ - |
| 32 Longevity Pay | \$ 3,083 | \$ 38 | \$ 1,500 | \$ - | \$ - | \$ - |
| 33 Head Lifeguard | \$ 66,153 | \$ 56,204 | \$ - | \$ - | \$ - | \$ - |
| 34 Registrar | \$ 39,213 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 35 | | | | | | |
| 36 Personnel Services Total: (FTE 15.93) | \$ 571,135 | \$ 614,214 | \$ 686,349 | \$ 738,896 | \$ - | \$ - |
| 37 | | | | | | |
| 38 Materials & Services: | | | | | | |
| 39 AQ Membership Dues | \$ 249 | \$ 611 | \$ 500 | \$ 500 | \$ - | \$ - |
| 40 AQ Office Supplies | \$ 1,126 | \$ 1,931 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 41 AQ Training/Travel/Meetings | \$ 6,255 | \$ 7,800 | \$ 8,000 | \$ 8,000 | \$ - | \$ - |
| 42 AQ Contract Services | \$ 2,906 | \$ 876 | \$ 10,000 | \$ 3,000 | \$ - | \$ - |
| 43 AQ Natural Gas | \$ 33,714 | \$ 36,103 | \$ 36,000 | \$ 36,000 | \$ - | \$ - |
| 44 AQ Electricity | \$ 62,639 | \$ 40,169 | \$ 48,000 | \$ 40,000 | \$ - | \$ - |
| 45 AQ Water/ Sewer | \$ 11,239 | \$ 8,608 | \$ 13,000 | \$ 10,000 | \$ - | \$ - |
| 46 AQ Operating | \$ 18,518 | \$ 22,651 | \$ 25,000 | \$ 20,000 | \$ - | \$ - |
| 47 AQ Repair & Maintenance | \$ 66,886 | \$ 59,950 | \$ 60,000 | \$ 60,000 | \$ - | \$ - |
| 48 AQ Vending | \$ 7,345 | \$ 5,298 | \$ 7,000 | \$ 10,000 | \$ - | \$ - |
| 49 AQ Program Supplies | \$ 9,508 | \$ 1,934 | \$ 10,000 | \$ 10,000 | \$ - | \$ - |
| 50 AQ Swim Team Program Supplies | \$ - | \$ 171 | \$ 2,000 | \$ 2,000 | \$ - | \$ - |
| 51 AQ Other | \$ - | \$ - | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 52 AQ Refunds | \$ 3,173 | \$ 1,759 | \$ 2,500 | \$ 2,500 | \$ - | \$ - |
| 53 AQ Vehicle Fuel Repairs | \$ 2,879 | \$ 2,227 | \$ 3,000 | \$ 3,000 | \$ - | \$ - |
| 54 AQ License/Permits | \$ 747 | \$ 1,172 | \$ 1,500 | \$ 1,500 | \$ - | \$ - |
| 55 | | | | | | |
| 56 Materials & Services Total: | \$ 227,184 | \$ 191,261 | \$ 228,500 | \$ 208,500 | \$ - | \$ - |
| 57 | | | | | | |
| 58 CAPITAL OUTLAY: | | | | | | |
| 59 AQ Capital Equipment | \$ 51,182 | \$ 216,643 | \$ 40,000 | \$ 75,000 | \$ - | \$ - |
| 60 | | | | | | |
| 61 CAPITAL OUTLAY TOTAL: | \$ 51,182 | \$ 216,643 | \$ 40,000 | \$ 75,000 | \$ - | \$ - |
| 62 | | | | | | |
| 63 Total Revenues: | \$ 209,889 | \$ 167,799 | \$ 179,500 | \$ 183,200 | \$ - | \$ - |
| 64 Total Expenses: | \$ 849,500 | \$ 1,022,118 | \$ 954,849 | \$ 1,022,396 | \$ - | \$ - |
| 65 | | | | | | |
| 66 Difference: | \$ (639,612) | \$ (854,319) | \$ (775,349) | \$ (839,196) | \$ - | \$ - |
| 67 Cost Recovery: | 25% | 16% | 19% | 18% | #DIV/0! | #DIV/0! |

**FY 19-20
COMMUNITY CENTER**

| | Actual 16-17 | Actual 17-18 | Budgeted 18-19 | Proposed 19-20 | Budget Committee | Board Adopted |
|--|--------------------|--------------------|--------------------|--------------------|------------------|----------------|
| 1 REVENUES: | | | | | | |
| 2 CC Building Rental | \$ 7,816 | \$ 7,437 | \$ 6,000 | \$ 6,000 | \$ - | \$ - |
| 3 CC Grants/ Donations | \$ 929 | \$ 830 | \$ 500 | \$ 500 | \$ - | \$ - |
| 4 CC Contract | \$ 27,291 | \$ 63,787 | \$ 66,000 | \$ 66,000 | \$ - | \$ - |
| 5 CC Program/Staffing | \$ 4,436 | \$ 2,795 | \$ 2,000 | \$ 2,000 | \$ - | \$ - |
| 6 CC Vending | \$ 164 | \$ 81 | \$ 50 | \$ 50 | \$ - | \$ - |
| 7 CC Rental Deposit | \$ 5,391 | \$ 7,766 | \$ 5,500 | \$ 5,500 | \$ - | \$ - |
| 8 CC New Programs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 9 | | | | | | |
| 10 REVENUE TOTAL: | \$ 46,028 | \$ 82,695 | \$ 80,050 | \$ 80,050 | \$ - | \$ - |
| 11 | | | | | | |
| 12 EXPENSES: | | | | | | |
| 13 Personnel Services: | | | | | | |
| 14 CC Patron Relation Specialst | \$ 36,846 | \$ 43,050 | \$ 40,000 | \$ 42,000 | \$ - | \$ - |
| 15 CC Recreation Leader - Transportation | \$ 792 | \$ 3,183 | \$ 1,500 | \$ 1,500 | \$ - | \$ - |
| 16 CC Nutritional Coordinator | \$ 4,242 | \$ 28,584 | \$ 31,000 | \$ 33,000 | \$ - | \$ - |
| 17 CC Custodial | \$ 8,742 | \$ 4,696 | \$ 10,000 | \$ 10,000 | \$ - | \$ - |
| 18 CC Payroll Taxes | \$ 6,295 | \$ 10,657 | \$ 14,875 | \$ 14,837 | \$ - | \$ - |
| 19 CC Leave Time Liability | \$ 150 | \$ 696 | \$ 600 | \$ 600 | \$ - | \$ - |
| 20 CC Longevity Pay | | \$ - | \$ - | \$ - | \$ - | \$ - |
| 21 | | | | | | |
| 22 Personnel Services Total: (FTE 2.63) | \$ 57,066 | \$ 90,865 | \$ 97,975 | \$ 101,937 | \$ - | \$ - |
| 23 | | | | | | |
| 24 Materials & Services: | | | | | | |
| 25 CC Membership Dues | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 26 CC Office Supplies | \$ 675 | \$ 1,187 | \$ 1,500 | \$ 1,500 | \$ - | \$ - |
| 27 CC Training/Travel/Meetings | \$ 62 | \$ 347 | \$ 500 | \$ 500 | \$ - | \$ - |
| 28 CC Contract Services | \$ 7,143 | \$ 10,049 | \$ 9,000 | \$ 10,000 | \$ - | \$ - |
| 29 CC Vehicle Fuel Repairs | \$ - | \$ - | \$ 500 | \$ - | \$ - | \$ - |
| 30 CC Operating Supplies | \$ - | \$ - | \$ 500 | \$ 500 | \$ - | \$ - |
| 31 CC MBPH | \$ 1,842 | \$ 1,433 | \$ 2,000 | \$ 2,500 | \$ - | \$ - |
| 32 CC Repair & Maintenance | \$ 947 | \$ 546 | \$ 5,000 | \$ 5,000 | \$ - | \$ - |
| 33 CC Program Supplies | \$ 2,271 | \$ 2,764 | \$ 3,000 | \$ 5,000 | \$ - | \$ - |
| 34 CC Refunds | \$ 7,630 | \$ 7,255 | \$ 7,500 | \$ 7,500 | \$ - | \$ - |
| 35 CC Communications | \$ 4,105 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 36 CC License/Permits | \$ - | \$ - | \$ 100 | \$ - | \$ - | \$ - |
| 37 CC Staff Training Materials | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 38 CC New Program Supplies | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 39 CC Conference Expense | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 40 CC Publications | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 41 CC Vending Expense | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 42 | | | | | | |
| 43 Materials & Services Total: | \$ 24,674 | \$ 23,581 | \$ 29,600 | \$ 32,500 | \$ - | \$ - |
| 44 | | | | | | |
| 45 CAPITAL OUTLAY: | \$ - | \$ 4,948 | \$ - | \$ - | \$ - | \$ - |
| 46 | | | | | | |
| 47 CAPITAL OUTLAY TOTAL: | \$ - | \$ 4,948 | \$ - | \$ - | \$ - | \$ - |
| 48 | | | | | | |
| 49 Total Revenues: | \$ 46,028 | \$ 82,695 | \$ 80,050 | \$ 80,050 | \$ - | \$ - |
| 50 Total Expenses: | \$ 81,741 | \$ 119,395 | \$ 127,575 | \$ 134,437 | \$ - | \$ - |
| 51 | | | | | | |
| 52 Difference: | \$ (35,713) | \$ (36,700) | \$ (47,525) | \$ (54,387) | \$ - | \$ - |
| 53 Cost Recovery: | 56% | 69% | 63% | 60% | #DIV/0! | #DIV/0! |

**FY 19-20
RECREATION**

| | Actual 16-17 | Actual 17-18 | Budgeted 18-19 | Proposed 19-20 | Budget Committee | Board Adopted |
|--|--------------------|--------------------|--------------------|---------------------|------------------|----------------|
| 1 REVENUES: | | | | | | |
| 2 RC Program | \$ 17,349 | \$ 13,481 | \$ 14,000 | \$ 15,000 | \$ - | \$ - |
| 3 RC League | \$ 2,280 | \$ 1,850 | \$ 3,000 | \$ 2,000 | \$ - | \$ - |
| 4 RC Fitness | \$ 25,037 | \$ 21,089 | \$ 25,000 | \$ 20,000 | \$ - | \$ - |
| 5 RC Grants/ Donations | \$ 1,000 | \$ 7,780 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 6 RC Sponsorships | \$ - | \$ 2,400 | \$ 2,000 | \$ 2,000 | \$ - | \$ - |
| 7 RC New Program | \$ - | \$ - | \$ 500 | \$ 500 | \$ - | \$ - |
| 8 RC Contract Programs | \$ 5,060 | \$ 11,380 | \$ 6,000 | \$ 6,000 | \$ - | \$ - |
| 9 RC Fitness Event | \$ 640 | \$ 2,120 | \$ 3,500 | \$ 5,500 | \$ - | \$ - |
| 10 RC Community Garden | \$ - | \$ - | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 11 | | | | | | |
| 12 REVENUE TOTAL: | \$ 51,366 | \$ 60,099 | \$ 56,000 | \$ 53,000 | \$ - | \$ - |
| 13 | | | | | | |
| 14 EXPENSES: | | | | | | |
| 15 Personnel Services: | | | | | | |
| 16 RC Fitness Coordinator | \$ 20,627 | \$ 22,725 | \$ 25,000 | \$ 25,000 | \$ - | \$ - |
| 17 RC Fitness Instructors | \$ 23,658 | \$ 22,034 | \$ 29,000 | \$ 30,255 | \$ - | \$ - |
| 18 RC Leaders | \$ 4,898 | \$ 6,377 | \$ 8,500 | \$ 8,500 | \$ - | \$ - |
| 19 RC Staff Fitness Specialist | \$ - | \$ - | \$ 5,500 | \$ 10,000 | \$ - | \$ - |
| 20 RC Payroll Tax | \$ 8,384 | \$ 9,351 | \$ 12,200 | \$ 12,598 | \$ - | \$ - |
| 21 RC Benefits | \$ 3,782 | \$ 6,391 | \$ 7,550 | \$ 8,691 | \$ - | \$ - |
| 22 RC Retirement Contributions | \$ 2,475 | \$ 2,715 | \$ 3,000 | \$ 3,000 | \$ - | \$ - |
| 23 RC Leave Time Liability | \$ 870 | \$ 554 | \$ 500 | \$ 500 | \$ - | \$ - |
| 24 RC Reimbursed Medical Expense | \$ 252 | \$ 252 | \$ 252 | \$ 504 | \$ - | \$ - |
| 25 RC Longevity Pay | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 26 | | | | | | |
| 27 Personnel Services Total: (FTE 1.66) | \$ 64,946 | \$ 70,399 | \$ 91,502 | \$ 99,048 | \$ - | \$ - |
| 28 | | | | | | |
| 29 Materials & Services: | | | | | | |
| 30 RC Membership Dues | \$ 50 | \$ 50 | \$ 100 | \$ 250 | \$ - | \$ - |
| 31 RC Office Supplies | \$ 17 | \$ - | \$ 250 | \$ 250 | \$ - | \$ - |
| 32 RC Training/Travel/Meetings | \$ 2,958 | \$ 2,344 | \$ 2,000 | \$ 2,000 | \$ - | \$ - |
| 33 RC Contract Services | \$ 14,826 | \$ 14,092 | \$ 19,500 | \$ 18,000 | \$ - | \$ - |
| 34 RC Vehicle Fuel Repairs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 35 RC Repair/Maintenance | \$ 1,273 | \$ 1,033 | \$ 2,000 | \$ 1,500 | \$ - | \$ - |
| 36 RC Program Supplies | \$ 4,163 | \$ 4,294 | \$ 6,000 | \$ 8,000 | \$ - | \$ - |
| 37 RC Leagues | \$ 1,060 | \$ 1,324 | \$ 3,500 | \$ 3,000 | \$ - | \$ - |
| 38 RC Fitness | \$ 2,351 | \$ 710 | \$ 4,000 | \$ 4,000 | \$ - | \$ - |
| 39 RC Fitness Events | \$ 554 | \$ 1,067 | \$ 3,000 | \$ 8,000 | \$ - | \$ - |
| 40 RC Refunds | \$ 457 | \$ 40 | \$ 300 | \$ 500 | \$ - | \$ - |
| 41 RC License/Permits | \$ 58 | \$ - | \$ 600 | \$ 600 | \$ - | \$ - |
| 42 RC Community Garden Expense | \$ - | \$ - | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 43 RC New Program Expense | \$ 2,193 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 44 | | | | | | |
| 45 Materials & Services Total: | \$ 29,960 | \$ 24,955 | \$ 42,250 | \$ 47,100 | \$ - | \$ - |
| 46 | | | | | | |
| 47 CAPITAL OUTLAY: | | | | | | |
| 48 Capital Outlay | \$ 5,515 | \$ 33,486 | \$ - | \$ 14,500 | \$ - | \$ - |
| 49 | | | | | | |
| 50 CAPITAL OUTLAY TOTAL: | \$ 5,515 | \$ 33,486 | \$ - | \$ 14,500 | \$ - | \$ - |
| 51 | | | | | | |
| 52 Total Revenues: | \$ 51,366 | \$ 60,099 | \$ 56,000 | \$ 53,000 | \$ - | \$ - |
| 53 Total Expenses: | \$ 100,421 | \$ 128,840 | \$ 133,752 | \$ 160,648 | \$ - | \$ - |
| 54 | | | | | | |
| 55 Difference: | \$ (49,055) | \$ (68,740) | \$ (77,752) | \$ (107,648) | \$ - | \$ - |
| 56 Cost Recovery: | 51% | 47% | 42% | 33% | #DIV/0! | #DIV/0! |

**FY 19-20
SPECIAL EVENTS**

| | Actual 16-17 | Actual 17-18 | Budgeted 18-19 | Proposed 19-20 | Budget Committee | Board Adopted |
|--|-----------------------|--------------------|--------------------|--------------------|------------------|----------------|
| 1 REVENUES: | | | | | | |
| 2 SE Halloween Event | \$ 1,073 | \$ 1,588 | \$ 1,000 | \$ 1,500 | \$ - | \$ - |
| 3 SE Holiday Event | \$ 1,500 | \$ 1,114 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 4 SE Egg Hunt | \$ 1,100 | \$ 1,500 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 5 SE Farmers Market | \$ 5,714 | \$ 16,154 | \$ 12,000 | \$ 14,000 | \$ - | \$ - |
| 6 SE Daddy and Daughter Dance | \$ 5,330 | \$ 5,110 | \$ 5,000 | \$ 5,500 | \$ - | \$ - |
| SE Mother and Son Dance | \$ - | \$ - | \$ - | \$ 5,000 | | |
| 7 SE New Events | \$ 1,605 | \$ 20 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 8 SE Senior Event | \$ - | \$ 100 | \$ - | \$ - | \$ - | \$ - |
| 9 SE Skate Park Events | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 10 | | | | | | |
| 11 REVENUE TOTAL: | \$ 16,322 | \$ 25,586 | \$ 21,000 | \$ 29,000 | \$ - | \$ - |
| 12 | | | | | | |
| 13 | | | | | | |
| 14 EXPENSES: | | | | | | |
| 15 Personnel Services: | | | | | | |
| 16 SE Coordinator | \$ 20,627 | \$ 22,725 | \$ 25,000 | \$ 25,000 | \$ - | \$ - |
| 17 SE Leaders | \$ 9,885 | \$ 14,456 | \$ 17,000 | \$ 17,000 | \$ - | \$ - |
| 18 SE Payroll Tax | \$ 1,945 | \$ 2,701 | \$ 7,800 | \$ 7,248 | \$ - | \$ - |
| 19 SE Benefits | \$ 3,782 | \$ 6,391 | \$ 7,550 | \$ 8,691 | \$ - | \$ - |
| 20 SE Retirement Contributions | \$ 2,475 | \$ 2,715 | \$ 3,000 | \$ 3,000 | \$ - | \$ - |
| 21 SE Leave Time Liability | \$ 18 | \$ 257 | \$ 500 | \$ 500 | \$ - | \$ - |
| 22 SE Reimbursed Medical Expense | \$ 252 | \$ 252 | \$ 252 | \$ 504 | \$ - | \$ - |
| 23 SE Longevity Pay | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 24 | | | | | | |
| 25 Personnel Services Total: (FTE 0.85) | \$ 38,984 | \$ 49,497 | \$ 61,102 | \$ 61,943 | \$ - | \$ - |
| 26 | | | | | | |
| 27 Materials & Services: | | | | | | |
| 28 SE Membership Dues | \$ 210 | \$ 150 | \$ 700 | \$ 500 | \$ - | \$ - |
| 29 SE Office Supplies | \$ - | \$ - | \$ 200 | \$ 200 | \$ - | \$ - |
| 30 SE Training/Travel/Meetings | \$ 610 | \$ 611 | \$ 2,500 | \$ 2,500 | \$ - | \$ - |
| 31 SE Vehicle Fuel Repairs | \$ - | \$ - | \$ 200 | \$ 200 | \$ - | \$ - |
| 32 SE Halloween Event | \$ 2,020 | \$ 2,031 | \$ 2,500 | \$ 2,500 | \$ - | \$ - |
| 33 SE Holiday Event | \$ 1,636 | \$ 463 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 34 SE Egg Hunt | \$ 1,015 | \$ 1,019 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 35 SE Daddy and Daughter Dance | \$ 2,254 | \$ 2,679 | \$ 3,000 | \$ 3,500 | \$ - | \$ - |
| SE Mother Son Dance | \$ - | \$ - | \$ - | \$ 3,000 | | |
| 36 SE Senior Event | \$ 322 | \$ 100 | \$ 500 | \$ 500 | \$ - | \$ - |
| 37 SE Farmers Market | \$ 4,994 | \$ 4,873 | \$ 6,000 | \$ 8,000 | \$ - | \$ - |
| 38 SE 4th of July | \$ - | \$ - | \$ 500 | \$ 600 | \$ - | \$ - |
| 39 SE New Events | \$ 2,657 | \$ 787 | \$ 2,500 | \$ 2,000 | \$ - | \$ - |
| 40 SE Refunds | \$ - | \$ - | \$ 100 | \$ 100 | \$ - | \$ - |
| 41 SE License/Permits | \$ 430 | \$ 75 | \$ 500 | \$ 500 | \$ - | \$ - |
| 42 SE Program supplies | \$ 10 | \$ 9 | \$ - | \$ - | \$ - | \$ - |
| 43 SE Skate Park Events | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 44 | | | | | | |
| 45 | | | | | | |
| 46 | | | | | | |
| 47 Materials & Services Total: | \$ 16,159 | \$ 12,797 | \$ 21,200 | \$ 26,100 | \$ - | \$ - |
| 48 | | | | | | |
| 49 CAPITAL OUTLAY: | | | | | | |
| 50 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 51 CAPITAL OUTLAY TOTAL: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 52 | | | | | | |
| 53 Total Revenues: | \$ 16,322 | \$ 25,586 | \$ 21,000 | \$ 29,000 | \$ - | \$ - |
| 54 Total Expenses: | \$ 55,143 | \$ 62,294 | \$ 82,302 | \$ 88,043 | \$ - | \$ - |
| 55 | | | | | | |
| 56 Difference: | \$ (38,821.17) | \$ (36,708) | \$ (61,302) | \$ (59,043) | \$ - | \$ - |
| 57 Cost Recovery: | 30% | 41% | 26% | 33% | #DIV/0! | #DIV/0! |

**FY 19-20
YOUTH CENTER**

| | Actual 16-17 | Actual 17-18 | Budgeted 18-19 | Proposed 19-20 | Budget Committee | Board Adopted |
|--|----------------------|---------------------|---------------------|---------------------|------------------|----------------|
| 1 REVENUES: | | | | | | |
| 2 YC Grants/Donations | \$ 74,217 | \$ 4,750 | \$ 5,000 | \$ 5,000 | \$ - | \$ - |
| 3 YC Summer Camp | \$ 17,691 | \$ 23,215 | \$ 15,000 | \$ 15,000 | \$ - | \$ - |
| 4 YC ASA- K- 5th grade | \$ 50,440 | \$ 19,199 | \$ 25,000 | \$ 30,000 | \$ - | \$ - |
| 5 YC Day Off Trips/Camps | \$ - | \$ - | \$ 500 | \$ 750 | \$ - | \$ - |
| 6 YC Learning Ladder | \$ 59,704 | \$ 57,920 | \$ 50,000 | \$ 50,000 | \$ - | \$ - |
| 7 YC ASA- Preschool | \$ - | \$ 28,065 | \$ 25,000 | \$ 15,000 | \$ - | \$ - |
| 8 YC Summer Explorers (Kinder) | \$ 8,888 | \$ 10,867 | \$ 8,500 | \$ 10,000 | \$ - | \$ - |
| 9 YC Middle School Program | \$ 1,507 | \$ 1,822 | \$ 1,000 | \$ 500 | \$ - | \$ - |
| 10 YC Building Rental | \$ 2,989 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 11 YC Art Explorers | \$ - | \$ 41 | \$ - | \$ - | \$ - | \$ - |
| 12 YC Food Reimbursement | \$ 1,079 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 13 YC Teen Events | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 14 | | | | | | |
| 15 REVENUE TOTAL: | \$ 216,514 | \$ 145,879 | \$ 130,000 | \$ 126,250 | \$ - | \$ - |
| 16 | | | | | | |
| 17 EXPENSES: | | | | | | |
| 18 Personnel Services: | | | | | | |
| 19 YC Manager | \$ 46,561 | \$ 5,209 | \$ 53,200 | \$ 55,000 | \$ - | \$ - |
| 20 YC Coordinators | \$ 28,489 | \$ 47,489 | \$ 68,610 | \$ 35,000 | \$ - | \$ - |
| 21 YC Preschool Staff | \$ 15,127 | \$ 15,979 | \$ 15,200 | \$ 80,000 | \$ - | \$ - |
| 22 YC Leaders | \$ 110,198 | \$ 127,136 | \$ 135,000 | \$ 130,000 | \$ - | \$ - |
| 23 YC Custodial | \$ 9,069 | \$ 2,921 | \$ 10,200 | \$ 10,000 | \$ - | \$ - |
| 24 YC Payroll Tax | \$ 31,227 | \$ 34,488 | \$ 49,937 | \$ 52,869 | \$ - | \$ - |
| 25 YC Benefits | \$ 23,951 | \$ 9,516 | \$ 7,380 | \$ 17,383 | \$ - | \$ - |
| 26 YC Retirement Contributions | \$ 10,548 | \$ 6,504 | \$ 6,384 | \$ 6,600 | \$ - | \$ - |
| 27 YC Leave Time Liability | \$ 218 | \$ 2,808 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 28 YC Reimbursed Medical Expense | \$ 1,302 | \$ 546 | \$ 504 | \$ 1,008 | \$ - | \$ - |
| 29 YC Longevity Pay | \$ - | \$ - | \$ 700 | \$ - | \$ - | \$ - |
| 30 YC Preschool/Kindergarden Coordinator | \$ 41,429 | \$ 49,195 | \$ - | \$ - | \$ - | \$ - |
| 31 | | | | | | |
| 32 Personnel Services Total: (FTE 8.36) | \$ 276,690 | \$ 301,792 | \$ 348,115 | \$ 388,860 | \$ - | \$ - |
| 33 | | | | | | |
| 34 Materials & Services: | | | | | | |
| 35 YC Membership Dues | \$ 100 | \$ 100 | \$ 500 | \$ 1,000 | \$ - | \$ - |
| 36 YC Office Supplies | \$ 561 | \$ 949 | \$ 1,000 | \$ 4,500 | \$ - | \$ - |
| 37 YC Training/Travel/Meetings | \$ 2,967 | \$ 3,657 | \$ 6,000 | \$ 6,000 | \$ - | \$ - |
| 38 YC Vehicle Fuel Repairs | \$ 500 | \$ 1,016 | \$ 2,000 | \$ 2,000 | \$ - | \$ - |
| 39 YC Electricity | \$ 2,589 | \$ 2,507 | \$ 3,000 | \$ 3,000 | \$ - | \$ - |
| 40 YC Water/Sewer | \$ 2,530 | \$ 3,081 | \$ 3,500 | \$ 3,000 | \$ - | \$ - |
| 41 YC Operating Expense | \$ 2,148 | \$ 1,674 | \$ 2,000 | \$ 1,500 | \$ - | \$ - |
| 42 YC Repair/Maintenance | \$ 14,065 | \$ 4,806 | \$ 5,000 | \$ 5,000 | \$ - | \$ - |
| 43 YC Program Supplies 2nd-8th | \$ 18,941 | \$ 5,698 | \$ 8,500 | \$ 8,500 | \$ - | \$ - |
| 44 YC Program Supplies Prek- 1st | \$ - | \$ 7,012 | \$ 8,500 | \$ 8,500 | \$ - | \$ - |
| 45 YC Nutrition | \$ 18,800 | \$ 15,367 | \$ 15,000 | \$ 15,000 | \$ - | \$ - |
| 46 YC Refunds | \$ 4,624 | \$ 2,143 | \$ 3,000 | \$ 3,000 | \$ - | \$ - |
| 47 YC License/Permits | \$ 414 | \$ 532 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 48 YC Contract Services | \$ 7,281 | \$ 9,773 | \$ 11,000 | \$ 15,000 | \$ - | \$ - |
| 49 YC Publications | \$ - | \$ - | \$ 500 | \$ 500 | \$ - | \$ - |
| 50 YC New Program Supplies | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 51 YC Conference Expense | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 52 YC Staff Training Materials | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 53 YC Vending | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 54 | | | | | | |
| 55 Materials & Services Total: | \$ 75,523 | \$ 58,316 | \$ 70,500 | \$ 77,500 | \$ - | \$ - |
| 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: | \$ 216,514 | \$ 145,879 | \$ 130,000 | \$ 126,250 | \$ - | \$ - |
| 63 Total Expenses: | \$ 364,690.30 | \$ 368,108 | \$ 418,615 | \$ 466,360 | \$ - | \$ - |
| 64 | | | | | | |
| 65 Difference: | \$ (148,176) | \$ (222,230) | \$ (288,615) | \$ (340,110) | \$ - | \$ - |
| 66 Cost Recovery: | 59% | 40% | 31% | 27% | #DIV/0! | #DIV/0! |

**FY 19-20
BROADWAY FIELD FUND**

| | Actual 16-17 | Actual 17-18 | Budgeted 18-19 | Proposed 19-20 | Budget Committee | Board Adopted |
|--|-------------------|------------------|------------------|------------------|------------------|---------------|
| 1 REVENUES: | | | | | | |
| 2 Net working capital | \$ 30,980 | \$ 39,070 | \$ - | \$ - | \$ - | \$ - |
| 3 Previously Levied Taxes | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4 Interest | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 5 Transfer from General Fund | \$ 26,021 | \$ 7,870 | \$ 7,875 | \$ 11,347 | \$ - | \$ - |
| 6 Foundation Circle of Lights Revenue | \$ 32,720 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 7 Rental Fees | \$ 3,488 | \$ 105 | \$ 4,000 | \$ 500 | \$ - | \$ - |
| 8 Concession Sales | \$ 416 | \$ 1,406 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 9 Grants | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 10 Sponsorships/ Donations | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 11 Parentership Revenues | \$ 11,200 | \$ 10,900 | \$ 10,900 | \$ 10,900 | \$ - | \$ - |
| 12 | | | | | | |
| 13 Total Resources Except Taxes | \$ 104,825 | \$ 59,351 | \$ 23,775 | \$ 23,747 | \$ - | \$ - |
| 14 Taxes Estimated to be received | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 15 | | | | | | |
| 16 REVENUE TOTAL: | \$ 104,825 | \$ 59,351 | \$ 23,775 | \$ 23,747 | \$ - | \$ - |
| 17 | | | | | | |
| 18 | | | | | | |
| 19 EXPENSES: | | | | | | |
| 20 Personnel Services: | | | | | | |
| 21 Nutritional Leader/Concessions | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 Maintenance Manager | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 23 Maintenance Leader | \$ 4,430 | \$ 1,424 | \$ 6,500 | \$ 7,000 | \$ - | \$ - |
| 24 Payroll Taxes | \$ 193 | \$ 319 | \$ 1,225 | \$ 1,197 | \$ - | \$ - |
| 25 Benefits | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 26 Retirement Contributions | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 27 Staff Leave Time Expense | \$ - | \$ 49 | \$ - | \$ - | \$ - | \$ - |
| 28 | | | | | | |
| 29 Personnel Services Total: (FTE .25) | \$ 4,622 | \$ 1,792 | \$ 7,725 | \$ 8,197 | \$ - | \$ - |
| 30 | | | | | | |
| 31 Materials & Services: | | | | | | |
| 32 FLD License/Permits | \$ - | \$ - | \$ 50 | \$ 50 | \$ - | \$ - |
| 33 Contract Services | \$ 3,813 | \$ 1,696 | \$ 8,000 | \$ 8,000 | \$ - | \$ - |
| 34 Vehicle Fuel Repairs | \$ 574 | \$ 279 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| 35 Electricity | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 36 Water/ Sewer | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 37 Operating | \$ - | \$ - | \$ 500 | \$ 500 | \$ - | \$ - |
| 38 Repair & Maintenance | \$ 11,224 | \$ 4,806 | \$ 5,000 | \$ 5,000 | \$ - | \$ - |
| 39 Vending | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 40 Training/Travel/Meetings | \$ 226 | \$ - | \$ 500 | \$ 500 | \$ - | \$ - |
| 41 Refunds | \$ 800 | \$ - | \$ 1,000 | \$ 500 | \$ - | \$ - |
| 42 | | | | | | |
| 43 Materials & Services Total: | \$ 16,638 | \$ 6,781 | \$ 16,050 | \$ 15,550 | \$ - | \$ - |
| 44 | | | | | | |
| 45 CAPITAL OUTLAY: | | | | | | |
| 46 | \$ 7,719 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 47 CAPITAL OUTLAY TOTAL: | \$ 7,719 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 48 | | | | | | |
| 49 Interfund Transfer: | | | | | | |
| 50 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 51 Total Interfund Transfers: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 52 | | | | | | |
| 53 DEBT SERVICE: | | | | | | |
| 54 Backstop Loan | \$ 4,056 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 55 Circle of Lights Loan - TLC | \$ 32,720 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 56 | | | | | | |
| 57 DEBT SERVICE TOTAL: | \$ 36,776 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 58 | | | | | | |
| 59 General Operating Contingency: | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 60 | | | | | | |
| 61 Total Expenditures: | \$ 65,755 | \$ 8,572 | \$ 23,775 | \$ 23,747 | \$ - | \$ - |
| 62 | | | | | | |
| 63 Unappropriated Ending Fund Balance: | \$ 39,070 | \$ 50,779 | \$ - | \$ 0 | \$ - | \$ - |
| 64 | | | | | | |
| 65 Total Expenses incl. Unappropriated amt. | \$ 104,825 | \$ 59,351 | \$ 23,775 | \$ 23,747 | \$ - | \$ - |
| 66 | | | | | | |
| 67 Total Revenues: | \$ 104,825 | \$ 59,351 | \$ 23,775 | \$ 23,747 | \$ - | \$ - |

**FY 19-20
BUILDING ADDITIONS FUND**

| | Actual 16-17 | Actual 17-18 | Budgeted 18-19 | Proposed 19-20 | Budget Committee | Board Adopted |
|--|---------------------|---------------------|---------------------|----------------------|------------------|---------------|
| 1 REVENUES: | | | | | | |
| 2 Net working capital | \$ 54,000.00 | \$ 69,000.00 | \$ 84,000.00 | \$ 94,000.00 | \$ - | \$ - |
| 3 Previously Levied Taxes | | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4 Transfer from General Fund | \$ 15,000.00 | \$ 15,000.00 | \$ 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: | \$ 69,000.00 | \$ 84,000.00 | \$ 94,000.00 | \$ 104,000.00 | \$ - | \$ - |
| 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: | \$ 69,000.00 | \$ 84,000.00 | \$ 94,000.00 | \$ 104,000.00 | \$ - | \$ - |
| 46 | | | | | | |
| 47 Total Expenses incl. Unappropriated amt. | \$ 69,000.00 | \$ 84,000.00 | \$ 94,000.00 | \$ 104,000.00 | \$ - | \$ - |
| 48 | | | | | | |
| 49 Total Revenues: | \$ 69,000.00 | \$ 84,000.00 | \$ 94,000.00 | \$ 104,000.00 | \$ - | \$ - |

Support Data

Notes

