2018-2019
PRELIMINARY BUDGET

6/21/2018

CHICO AREA RECREATION AND PARK DISTRICT
PROPOSED BUDGET: 2018-2019
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June 21, 2018

Board of Directors
Chico Area Recreation and Park District
545 Vallombrosa Avenue
Chico, CA 95926

RE: 2018-2019 Preliminary Budget Letter of Transmittal

Dear Directors:

Staff is pleased to present the 2018-2019 Version 2 Budget for the Chico Area Recreation and Park District (CARD). The attached budget reflects the collaborative efforts of staff and the Board. This provides a framework for the operations of the District for the coming year.

The Budget includes the following items of interest:

- The General Fund budget is balanced using projected operating revenues and provides current year funds of $368,243 towards capital projects.
- Capital projects are currently budgeted at $697,500.
- Fund balance has been estimated to increase to $601,724 which $329,257 will be used to complete the 2018/19 fiscal year capital projects.
- This is an election year, therefore we have budgeted $92,000 for the election.
- The Part-Time Salary Schedule Effective January 2019 has a new look. As the District moves through minimum wage increases, PT wages will change every January and steps have been removed.
- Staff will enter into a 5-year purchase agreement for a large capacity mower. This is shown on the Note/Lease Summary Page.
- The Oakway Park assessment has decreased by approximately $40,000.
- FT Staff that are Classic PERS members will increase their employee contribuition. Management and Supervisors will contribute 7% and Parks & Unrepresented will contribute 4%.

Thank you to staff and the Board for their assistance in this important process.
Respectfully submitted,

Ann Willmann
General Manager

CHICO AREA RECREATION AND PARK DISTRICT
BUDGET CALENDAR
PRELIMINARY BUDGET: 2018-2019, Version 1

DATE	BOARD MEETING	AGENDA
December 21, 2017	Regular	Adopt Budget Calendar
March 16, 2018	N/A	Staff Budgets submitted to Business Office
April 2, 2018	Special	Budget Work Session - 9:00 a.m.
April 19, 2018	Regular	Budget Presentation and Adopt Preliminary Budget
June 21, 2018	Regular	Public Hearing on the Preliminary Budget
July 12, 2018	Special	Adopt Final Budget
August 10, 2018	N/A	Submit Final Budget to Auditor-Controller

CHICO AREA RECREATION AND PARK DISTRICT
BUDGET SUMMARY - ALL FUNDS
PROPOSED BUDGET: 2018-2019, Version 2

	GENERAL FUND	PARK IMPACT FUND	OAK WAY PARK	PETERSON PARK	BARONI PARK	MEMORANDUM TOTALS ONLY
REVENUE						
FEE BASED PROGRAM INCOME	3,485,480					3,485,480
OTHER INCOME & FACILITY RENTALS	488,829					488,829
RDA PASSTHROUGH	1,090,000					1,090,000
INVESTMENT INCOME	40,000	325	-	275	300	40,900
TAX INCOME / COUNTY	3,046,000					3,046,000
PARK IMPACT FEES		85,000				85,000
ASSESSMENTS			21,892	42,560	71,719	136,171
TOTAL REVENUE	**8,150,309**	**85,325**	**21,892**	**42,835**	**72,019**	**8,372,380**
OPERATING EXPENDITURES						
SALARIES AND BENEFITS	5,687,193		52,661	30,107	52,661	5,822,623
SERVICES AND SUPPLIES	2,053,868		19,700	24,750	14,433	2,112,751
CONTRIB. TO OTHER AGENCIES	15,000					15,000
CONTINGENCIES	25,000					25,000
NOTES PAYABLE / LEASE PYMTS	1,005	-				1,005
TOTAL OPERATING EXPENDITURES	**7,782,066**	**-**	**72,361**	**54,857**	**67,094**	**7,976,379**
NET INCOME (LOSS) FROM OPERATIONS	**368,243**	**85,325**	**(50,469)**	**(12,022)**	**4,925**	**396,001**
ALLOCATIONS AND FUND BALANCE ACTIVITY						
ALLOCATION TO CAPITAL PROJECTS	(368,243)	-	-	-	-	(368,243)
RESTRICTED	-	-	-	-	-	-
	(368,243)	**-**	**-**	**-**	**-**	**(368,243)**
NET ACTIVITY	**-**	**85,325**	**(50,469)**	**(12,022)**	**4,925**	**27,758**

CAPITAL PROJECTS						
CAPITAL PROJECTS	697,500					697,500
CAPITAL PROJECTS' REIMBURSEMENTS						-
NET CAPITAL PROJECTS COSTS	**697,500**	**-**	**-**	**-**	**-**	**697,500**
CAPITAL PROJECTS FUNDING						
ALLOCATION FROM GENERAL FUND OPE	(368,243)					(368,243)
ALLOCATION FROM BARONI PARK OPERATIONS					-	-
ALLOCATION FROM GENERAL FUND SPENDABLE ASSIGNED	-					
ALLOCATION FROM GENERAL FUND SPENDABLE UNASSIGNED	(329,257)					(329,257)
ALLOCATION FROM BARONI PARK SPENDABLE RESTRICTED					-	-
	-	**-**	**-**	**-**	**-**	**-**

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUE AND EXPENDITURES
PROPOSED BUDGET: 2018-2019, Version 2

	2018-2019 BUDGET	INCREASE (DECREASE)	2017-2018 BUDGET	2017-2018 ACTUAL YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 ACTUAL	2016-2017 % BUDGET
REVENUE								
FEE BASED PROGRAM INCOME	3,485,480	330,904	3,154,576	3,392,519.81	107.5%	3,062,282	3,106,741.87	101.5%
OTHER INCOME & FACILITY RENTALS	488,829	24,909	463,920	541,231.51	116.7%	461,201	454,956.38	98.6%
RDA PASSTHROUGH	1,090,000	26,000	1,064,000	1,178,202.66	110.7%	1,035,000	1,093,021.18	105.6%
INVESTMENT INCOME	40,000	-	40,000	26,027.02	65.1%	24,000	44,619.75	185.9%
TAX INCOME / COUNTY	3,046,000	150,000	2,896,000	3,190,148.44	110.2%	2,806,000	3,227,106.74	115.0%
TOTAL REVENUE	**8,150,309**	**531,813**	**7,618,496**	**8,328,129.44**	**109.3%**	**7,388,483**	**7,926,445.92**	**107.3%**
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	5,687,193	293,738	5,393,455	4,852,693.41	90.0%	5,388,906	5,141,813.83	95.4%
SERVICES AND SUPPLIES	2,053,868	228,874	1,824,994	1,575,997.10	86.4%	1,885,789	1,806,347.30	95.8%
CONTRIB. TO OTHER AGENCIES	15,000	-	15,000	12,733.72	84.9%	15,000	14,880.57	99.2%
CONTINGENCIES	25,000	-	25,000	-	0.0%	25,000	-	0.0%
NOTES PAYABLE / LEASE PYMTS	1,005	(95,909)	96,914	11,697.05	12.1%	107,577	27,132.86	25.2%
TOTAL OPERATING EXPENDITURES	**7,782,066**	**426,703**	**7,355,363**	**6,453,121.28**	**87.7%**	**7,422,272**	**6,990,174.56**	**94.2%**
NET INCOME (LOSS) FROM OPERATIONS	**368,243**	**105,110**	**263,133**	**1,875,008.16**	**712.6%**	**(33,789)**	**936,271.36**	**-2770.9%**
ALLOCATIONS AND FUND BALANCE ACTIVITY								
CAPITAL / REPAIR PROJECTS	(368,243)	105,110	(263,133)	(589,541.73)	224.0%	33,789	(25,193.70)	-74.6%
CASH FUNDED DEPRECIATION		-						
NET FUND BALANCE ACTIVITY	**(368,243)**	**105,110**	**(263,133)**	**(589,541.73)**	**224.0%**	**33,789**	**(25,193.70)**	**-74.6%**
TOTAL GENERAL FUND ACTIVITY	**-**	**210,220**	**-**	**1,285,466.43**		**-**	**911,077.66**	
CAPITAL PROJECTS								
CAPITAL PROJECTS	697,500	(278,000)	975,500	589,541.73	60.4%	467,500	25,193.70	5.4%
CAPITAL PROJECTS' REIMBURSEMENTS		-						
NET CAPITAL PROJECTS COSTS	**697,500**	**(278,000)**	**975,500**	**589,541.73**	**60.4%**	**467,500**	**25,193.70**	**5.4%**
CAPITAL PROJECTS FUNDING								
ALLOCATION FROM GENERAL FUND OPERATIONS	(368,243)	105,110	(263,133)	(589,541.73)	224.0%	33,789	(25,193.70)	-74.6%
ALLOCATION FROM GENERAL FUND SPENCABLE ASSIGNED	-	-	-	-		-	-	
ALLOCATION FROM GENERAL FUND SPENDABLE UNASSIGNED	(329,257)	(383,110)	(712,367)	-	0.0%	(501,289)	-	0.0%
FUNDS FROM ACCUMULATED CAPITAL RESERVES		-						
	-	**-**	**-**	**-**		**-**	**-**	

CHICO AREA RECREATION AND PARK DISTRICT
REVENUE SUMMARY - GENERAL FUND - FUND 2490
PROPOSED BUDGET: 2018-2019, Version 2

	2018-2019 BUDGET	INCREASE (DECREASE)	2017-2018 BUDGET	2017-2018 ACTUAL YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 ACTUAL	2016-2017 % BUDGET
FEE BASED PROGRAM INCOME								
AFTER SCHOOL & CAMP PROGRAMS								
AFTERSCHOOL	1,825,800	234,614	1,591,186	1,845,950.09	116.0%	1,750,430	1,713,945.17	97.9%
CAMPS	340,270	42,030	298,240	328,712.69	110.2%	325,000	290,928.26	89.5%
SUBTOTAL	**2,166,070**	**276,644**	**1,889,426**	**2,174,662.78**	**115.1%**	**2,075,430**	**2,004,873.43**	**96.6%**
AQUATICS	**166,010**	**10,060**	**155,950**	**159,175.22**	**102.1%**	**126,110**	**142,634.20**	**113.1%**
CLASSES								
ADULT CLASSES	-	-	-	-	0.0%	-	-	0.0%
GENERAL CLASSES	75,000	5,000	70,000	68,610.12	98.0%	-	77,225.71	0.0%
COMMUNITY BAND	1,500	(150)	1,650	1,793.50	108.7%	1,400	3,082.89	220.2%
SENIOR ADULT CLASSES	44,000	1,000	43,000	48,961.67	113.9%	40,000	48,484.60	121.2%
THRIVE	-	-	-	-	0.0%	60,000	135,841.33	226.4%
YOUTH CLASSES	-	-	-	-	0.0%	-	-	0.0%
YOUTH KARATE & TINY TOTS	82,000	(25,500)	107,500	75,424.97	70.2%	114,000	105,640.07	92.7%
SUBTOTAL	**202,500**	**(19,650)**	**222,150**	**194,790.26**	**87.7%**	**215,400**	**370,274.60**	**171.9%**
ADULT SPORTS								
VOLLEYBALL & DODGEBALL	51,500	2,000	49,500	42,444.69	85.7%	46,000	47,908.99	104.1%
BASKETBALL	35,500	1,500	34,000	31,401.19	92.4%	35,500	29,587.06	83.3%
SOFTBALL	209,200	(6,100)	215,300	179,360.42	83.3%	217,400	187,955.22	86.5%
SOFTBALL TOURNEYS	-	(6,800)	6,800	-	0.0%	6,800	-	0.0%
SOCCER	50,000	5,000	45,000	53,829.12	119.6%	42,500	44,418.39	104.5%
SUBTOTAL	**346,200**	**(4,400)**	**350,600**	**307,035.42**	**87.6%**	**348,200**	**309,869.66**	**89.0%**
NATURE CENTER								
PROGRAM FEE INCOME	320,600	72,020	248,580	293,974.01	118.3%			
GRANT FUNDING	-	-	-	-	0.0%			
SUBTOTAL	**320,600**	**72,020**	**248,580**	**293,974.01**	**118.3%**			
OTHER PROGRAMS								
SCHOLARSHIPS	(17,000)	-	(17,000)	(27,300.07)	160.6%	(17,000)	(16,182.58)	95.2%
CO-SPONSORED & MISCELLANEOUS	17,000	-	17,000	12,728.71	74.9%	17,000	11,245.06	66.1%
SPECIAL EVENTS	9,250	2,000	7,250	6,639.90	91.6%	9,150	6,055.50	66.2%
SENIOR ADULT PROGRAMS	62,550	(2,970)	65,520	50,380.69	76.9%	73,092	59,306.73	81.1%
YOUTH SPORTS	212,300	(2,800)	215,100	220,432.89	102.5%	214,900	218,665.27	101.8%
SUBTOTAL	**284,100**	**(3,770)**	**287,870**	**262,882.12**	**91.3%**	**297,142**	**279,089.98**	**93.9%**
TOTAL FEE BASED PROGRAMS	**3,485,480**	**330,904**	**3,154,576**	**3,392,519.81**	**107.5%**	**3,062,282**	**3,106,741.87**	**101.5%**
OTHER INCOME								
FACILITY RENTAL INCOME	364,500	24,409	340,091	372,307.25	109.5%	321,591	357,635.44	111.2%
REBATES & REIMBURSED COSTS	35,000	-	35,000	23,109.94	66.0%	35,000	17,742.04	50.7%
REIMBURSEMENTS - CITY PARKS	63,829	-	63,829	32,817.74	51.4%	76,610	43,208.04	56.4%
MISCELLANEOUS	10,000	-	10,000	15,075.20	150.8%	10,000	11,028.98	110.3%
ENDOWMENTS	-	-	-	-	0.0%	5,000	-	0.0%
DONATIONS	15,500	500	15,000	97,921.38	652.8%	13,000	25,341.88	194.9%
TOTAL OTHER INCOME	**488,829**	**24,909**	**463,920**	**541,231.51**	**116.7%**	**461,201**	**454,956.38**	**98.6%**
REVENUE FORM OTHER AGENCIES								
RDA PASSTHROUGH	1,090,000	26,000	1,064,000	1,178,202.66	110.7%	1,035,000	1,093,021.18	105.6%
INVESTMENT INCOME	40,000	-	40,000	26,027.02	65.1%	24,000	44,619.75	185.9%
TAX INCOME / COUNTY	3,046,000	150,000	2,896,000	3,190,148.44	110.2%	2,806,000	3,227,106.74	115.0%
TOTAL REVENUE FROM OTHER AGENCIES	**4,176,000**	**176,000**	**4,000,000**	**4,394,378.12**	**109.9%**	**3,865,000**	**4,364,747.67**	**112.9%**
TOTAL REVENUE	**8,150,309**	**531,813**	**7,618,496**	**8,328,129.44**	**109.3%**	**7,388,483**	**7,926,445.92**	**107.3%**

CHICO AREA RECREATION AND PARK DISTRICT
SALARIES AND BENEFITS SUMMARY - GENERAL FUND - FUND 2490
PROPOSED BUDGET: 2018-2019, Version 2

	2018-2019 BUDGET	INCREASE (DECREASE)	2017-2018 BUDGET	2017-2018 ACTUAL YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 ACTUAL	2016-2017 % BUDGET
SALARIES								
FULL-TIME SALARIES	2,153,000	117,000	2,036,000	1,859,464.42	91.3%	1,928,000	1,904,334.76	98.8%
PART-TIME SALARIES	2,297,793	269,923	2,027,870	1,861,897.23	91.8%	2,141,830	1,958,564.16	91.4%
ACCUMULATED LEAVE	13,800	-	13,800	-	0.0%	15,350	64,584.09	420.7%
INSTRUCTORS	102,100	(30,685)	132,785	71,904.60	54.2%	114,000	147,502.13	129.4%
SUBTOTAL	**4,566,693**	**356,238**	**4,210,455**	**3,793,266.25**	**90.1%**	**4,199,180**	**4,074,985.14**	**97.0%**
BENEFITS								
FICA	356,500	34,000	322,500	283,496.05	87.9%	316,000	303,057.16	95.9%
RETIREMENT	369,000	(6,000)	375,000	334,617.87	89.2%	416,000	386,171.94	92.8%
RETIREMENT - GASB 68	-	-	-	-	0.0%	-	(9,696.00)	0.0%
HEALTH INSURANCE	376,000	6,000	370,000	333,834.85	90.2%	367,000	326,327.96	88.9%
COBRA	-	-	-	-	0.0%	-	-	0.0%
UNEMPLOYMENT INSURANCE	35,000	(2,500)	37,500	20,391.97	54.4%	42,500	33,042.97	77.7%
WORKERS COMP INSURANCE	149,000	(69,000)	218,000	221,066.42	101.4%	190,000	169,698.66	89.3%
ALLOCATION TO OTHER FUNDS	(165,000)	(25,000)	(140,000)	(133,980.00)	95.7%	(141,774)	(141,774.00)	100.0%
SUBTOTAL	**1,120,500**	**(62,500)**	**1,183,000**	**1,059,427.16**	**89.6%**	**1,189,726**	**1,066,828.69**	**89.7%**
TOTAL SALARIES & BENEFITS	**5,687,193**	**293,738**	**5,393,455**	**4,852,693.41**	**90.0%**	**5,388,906**	**5,141,813.83**	**95.4%**

CHICO AREA RECREATION AND PARK DISTRICT
SERVICES AND SUPPLIES SUMMARY - GENERAL FUND - FUND 2490
PROPOSED BUDGET: 2018-2019, Version 2

	2018-2019 BUDGET	INCREASE (DECREASE)	2017-2018 BUDGET	2017-2018 ACTUAL YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 ACTUAL	2016-2017 % BUDGET
SERVICES AND SUPPLIES								
ADVERTISING	40,500	28,000	12,500	5,297.33	42.4%	14,350	15,074.01	105.0%
AGRICULTURE	30,000	(2,854)	32,854	23,576.51	71.8%	34,200	26,422.10	77.3%
CLOTHING	25,400	3,400	22,000	22,898.42	104.1%	22,130	21,631.39	97.7%
COMMUNICATIONS	51,575	966	50,609	49,772.42	98.3%	51,709	53,257.89	103.0%
HOUSEHOLD SUPPLIES	40,400	2,100	38,300	35,185.64	91.9%	35,000	38,293.06	109.4%
INSURANCE	80,000	5,000	75,000	70,372.32	93.8%	66,000	64,279.29	97.4%
EQUIPMENT REPAIRS	18,000	-	18,000	14,448.27	80.3%	17,500	18,654.44	106.6%
HOUSEHOLD EQUIPMENT	-	-	-	-	0.0%	-	46.73	0.0%
FIELD EQUIPMENT	1,750	-	1,750	2,231.91	127.5%	1,750	326.05	18.6%
PROGRAM EQUIPMENT	-	(750)	750	193.46	25.8%	750	747.22	99.6%
VEHICLE MAINTENANCE	12,500	-	12,500	7,817.32	62.5%	12,500	13,838.26	110.7%
POOL SUPPLIES	12,000	-	12,000	9,213.05	76.8%	12,000	14,614.92	121.8%
POOL EQUIPMENT	4,000	-	4,000	2,460.09	61.5%	4,000	4,390.70	109.8%
STRUCTURE & GROUNDS	77,700	3,350	74,350	75,177.58	101.1%	77,400	83,619.44	108.0%
WORK SERVICE SUPPLIES	2,050	2,050						
SHOP SUPPLIES	3,450	(1,550)	5,000	4,500.18	90.0%	5,000	4,949.58	99.0%
VANDALISM	5,600	(200)	5,800	2,267.89	39.1%	5,800	3,863.84	66.6%
MEDICAL FIRST AID	3,200	150	3,050	2,823.33	92.6%	2,800	2,350.79	84.0%
MEMBERSHIP/PERIODICALS	18,500	2,100	16,400	16,577.25	101.1%	16,400	16,471.76	100.4%
OFFICE SUPPLIES	26,150	(425)	26,575	20,845.53	78.4%	24,800	21,196.19	85.5%
CONTRACT SERVICES	850,438	104,453	745,985	607,155.80	81.4%	821,375	748,606.47	91.1%
PUBS/LEGAL NOTICES	21,000	-	21,000	19,278.05	91.8%	21,000	24,222.24	115.3%
RENT/LEASE EQUIPMENT	5,400	2,650	2,750	5,278.51	191.9%	2,500	2,260.86	90.4%
RENT/LEASE STRUCTURES	3,200	-	3,200	3,200.00	100.0%	2,400	2,426.95	101.1%
SMALL TOOLS	3,500	500	3,000	1,572.07	52.4%	2,825	2,629.72	93.1%
EDUCATION & TRAINING	5,000	-	5,000	1,291.36	25.8%	5,000	1,913.00	38.3%
DISTRICT OFFICE SPECIAL EXP	9,000	-	9,000	7,338.07	81.5%	9,000	6,206.62	69.0%
PROGRAM SUPPLIES	224,740	20,694	204,046	169,564.80	83.1%	211,775	202,695.28	95.7%
DISTRICT OFFICE MEETING EXP	5,000	(1,500)	6,500	1,310.90	20.2%	6,500	1,212.96	18.7%
MILEAGE	37,300	5,800	31,500	32,508.20	103.2%	38,500	27,456.12	71.3%
PROGRAM TRANSPORTATION	3,140	40	3,100	2,133.20	68.8%	3,200	1,260.00	39.4%
DIST OFFICE BOARD MTG EXP	10,000	-	10,000	7,496.82	75.0%	10,000	9,021.02	90.2%
USE TAX	1,500	300	1,200	1,408.67	117.4%	1,200	1,658.28	138.2%
CONFERENCES	23,000	(100)	23,100	15,617.18	67.6%	25,000	22,733.09	90.9%
SUBTOTAL	**1,654,993**	**174,174**	**1,480,819**	**1,240,812.13**	**83.8%**	**1,564,364**	**1,458,360.73**	**93.2%**
UTILITIES								
WATER	79,625	10,950	68,675	60,218.41	87.7%	67,675	65,633.78	97.0%
ELECTRICITY	261,700	38,350	223,350	225,082.96	100.8%	209,500	225,853.38	107.8%
GAS	50,450	5,900	44,550	44,830.43	100.6%	35,950	51,034.21	142.0%
SEWER	7,100	(500)	7,600	5,053.17	66.5%	8,300	5,465.20	65.8%
SUBTOTAL	**398,875**	**54,700**	**344,175**	**335,184.97**	**97.4%**	**321,425**	**347,986.57**	**108.3%**
TOTAL SERVICE & SUPPLY	**2,053,868**	**228,874**	**1,824,994**	**1,575,997.10**	**86.4%**	**1,885,789**	**1,806,347.30**	**95.8%**

CHICO AREA RECREATION AND PARK DISTRICT
SUMMARY OF REVENUES AND EXPENDITURES - NATURE CENTER
PROPOSED BUDGET: 2018-2019, Version 2

	2018-2019 BUDGET	INCREASE (DECREASE)	2017-2018 BUDGET	2017-2018 ACTUAL YTD	2017-2018 % BUDGET
INCOME					
GENERAL PROGRAM INCOME	-	(7,000)	7,000	6,892.00	98.5%
GENERAL ADMISSION	3,000	500	2,500	3,568.00	142.7%
HOME SCHOOL	3,200	(7,630)	10,830	13,050.00	120.5%
FIELD TRIPS	25,000	4,000	21,000	19,623.00	93.4%
CAMPS	205,000	46,350	158,650	184,516.40	116.3%
PRESCHOOL	50,400	33,300	17,100	33,549.91	196.2%
TEACHER WORKSHOPS	3,000	500	2,500	4,840.00	193.6%
SPECIAL EVENTS	20,000	(1,000)	21,000	19,226.25	91.6%
MEMBERSHIPS	2,000	-	2,000	1,373.45	68.7%
PARTY RENTALS	9,000	3,000	6,000	7,335.00	122.3%
FACILITY RENTALS	1,500	(1,000)	2,500	1,005.00	40.2%
GRANTS	-	-	-	-	0.0%
ENDOWMENT	-	-	-	-	0.0%
FUNDRAISING (DONATIONS)	14,500	500	14,000	17,334.19	123.8%
TOTAL INCOME	**336,600**	**71,520**	**265,080**	**312,313.20**	**117.8%**
OPERATING EXPENDITURES					
SALARIES AND BENEFITS	**259,200**	**44,824**	**214,376**	**172,603.80**	**80.5%**
SERVICES AND SUPPLIES					
ADVERTISING	500	-	500	500.00	100.0%
COMMUNICATIONS	2,400	600	1,800	2,576.27	143.1%
HOUSEHOLD SUPPLIES	2,500	-	2,500	2,217.32	88.7%
INSURANCE	1,300	100	1,200	-	0.0%
STRUCTURES & GROUNDS	4,500	-	4,500	3,573.28	79.4%
OFFICE SUPPLIES	3,100	(175)	3,275	3,302.74	100.8%
CLOTHING	6,000	2,300	3,700	6,800.14	183.8%
CONTRACT SERVICES	5,500	4,000	1,500	5,304.39	353.6%
RENT/LEASE STRUCTURES	3,200	-	3,200	3,200.00	100.0%
PROGRAM SUPPLIES	28,000	8,425	19,575	31,102.57	158.9%
MILEAGE	300	(200)	500	136.38	27.3%
CONFERENCES	500	(100)	600	528.91	88.2%
ELECTRIC	7,500	-	7,500	6,285.53	83.8%
GAS	2,600	700	1,900	2,469.42	130.0%
SUBTOTAL	**67,900**	**15,650**	**52,250**	**67,996.95**	**130.1%**
EQUIPMENT/SOFTWARE	**500**	**-**	**500**	**571**	**114.3%**
TOTAL OPERATING EXPENDITURES	**327,600**	**60,474**	**267,126**	**241,172.06**	**90.3%**
TOTAL INCOME OVER (UNDER) EXPENDITURES	**9,000**	**11,046**	**(2,046)**	**71,141.14**	

CHICO AREA RECREATION AND PARK DISTRICT
PROPOSED BUDGET: 2018-2019, Version 2
NOTES PAYABLE - LEASE PAYMENTS SUMMARY

	Payment Amounts	Debt Service Interest/Principal Balance 7/1/2018	Note/Lease Principal Balance 7/1/2018	2018-2019 Total Payment	Principal	Interest
GENERAL FUND						
$115,428.90 Large Capacity Mower Payment TurfStar Western, 5 year term beginning 2018 Monthly payments of $2,166.60 including interest at 4.778% Final Payment Due 2023	2,167	129,996	115,429	25,999	20,938	5,061
TOTAL GENERAL FUND	2,167	129,996	115,429	25,999	20,938	5,061
TOTAL NOTES/LEASE PAYMENTS	**2,167**	**129,996**	**115,429**	**25,999**	**20,938**	**5,061**

CHICO AREA RECREATION AND PARK DISTRICT
PROPOSED BUDGET: 2018-2019, Version 2
CAPITAL PROJECTS SUMMARY

HOOKER OAK RECREATION AREA	
Tree hazard assessment and pruning	25,000
COMMUNITY CENTER	
Roof replacement	650,000
	650,000
FIXED ASSETS	
Computer and information technology equipment	12,500
	12,500
FIELD EQUIPMENT	
Field Equipment	10,000
	10,000

TOTAL	**697,500**

PROJECTS FUNDING SUMMARY:	
Funded By General Fund Current Operations	**368,243**
Funded by General Fund - Fund Balance Spendable: Assigned	**-**
Funded by General Fund - Fund Balance Spendable: Unassigned	**329,257**
	697,500

CHICO AREA RECREATION AND PARK DISTRICT
GENERAL FUND - SUMMARY OF FUND BALANCE
PROPOSED BUDGET: 2018-2019, Version 2

CATEGORY	DESCRIPTION	PROJECTED BEGINNING BALANCE	PROJECTED ACTIVITY	PROJECTED ENDING BALANCE
SPENDABLE: COMMITTED	IMPREST CASH (Petty cash)	1,500		1,500
	GENERAL RESERVE (Working capital)	1,200,000		1,200,000
TOTAL SPENDABLE: COMMITTED FUND BALANCE		1,201,500	-	1,201,500
SPENDABLE: ASSIGNED	ACCUMULATED CAPITAL RESERVE (Future capital projects)	50,000		50,000
	LONG TERM DEBT PRINCIPAL REPAYMENT	-	-	-
	ELECTION COSTS (50% of bi-annual election costs)	45,000		45,000
	PENSION LIABILITY RESERVE	1,700,000	-	1,700,000
	DEFERRED MAINTENANCE COSTS (10% of projected noncash depreciation)	340,500		340,500
TOTAL SPENDABLE: ASSIGNED FUND BALANCE		2,135,500	-	2,135,500
SPENDABLE: UNASSIGNED	NET REMAINING UNDESIGNATED FUND BALANCE	601,724	(329,257)	272,467
TOTAL SPENDABLE FUND BALANCE		3,938,724	(329,257)	3,609,467
NON-SPENDABLE	INVESTMENT IN CAPITAL ASSETS (NET OF RELATED DEBT)	26,845,444	697,500	27,542,944
TOTAL FUND BALANCE		30,784,168	368,243	31,152,411

Notes: Under GASB #54 the Fund Balance is classified under different sub-categories as follows:

Spendable - Restricted	Has constraints on spending that are legally enforceable by outside parties.
Spendable - Unrestricted - Committed	Has constraints on spending that the District imposes upon itself by high-level formal action prior to the close of the period.
Spendable - Unrestricted - Assigned	Applies to resources intended for spending for a purpose set by the governing body itself or by some person or body delegated to exercise such authority in accordance with policy established by the board.
Spendable - Unrestricted - Unassigned	Residual fund balance.
Non-Spendable	Not available for spending, either now or in the future, because of the form of the asset (e.g. fixed assets)

CHICO AREA RECREATION AND PARK DISTRICT
ADMINISTRATIVE CONTRACT SERVICES
PROPOSED BUDGET: 2018-2019, Version 2

	2018-2019 BUDGET	2017-2018 BUDGET	CHANGE
ADMINISTRATIVE SERVICES			
COMPUTER ANNUAL LICENCE FEES	-	-	-
REGISTRATION SUPPORT FEES	120,000	110,000	10,000
	120,000	110,000	10,000
OFFICE EQUIPMENT SERVICE CONTRACTS			
COMPUTER MAINTENANCE	10,613	10,665	(52)
COMPUTER HELP DESK	75,600	75,600	-
COMPUTER SOFTWARE (KRONOS, OFFICE 365)	62,800	56,970	5,830
COPY MACHINE	18,000	21,000	(3,000)
TELEPHONE SYSTEM	200	200	-
POSTAGE MACHINE	4,600	6,000	(1,400)
	171,813	170,435	1,378
AUDIT & RELATED SERVICES			
AUDIT	17,000	17,000	-
GASB 68 REPORTS	1,350	1,350	-
AUDIT & RELATED SERVICES	18,350	18,350	-
LEGAL SERVICES	20,000	20,000	-
PROFESSIONAL SERVICES			
DISTRICT SERVICES	7,000	7,000	-
EMPLOYEE BACKGROUND CHECK	18,000	18,000	-
OFFICE ALARM SYSTEM SERVICE	-	1,000	(1,000)
CONSULTANT SERVICES			
LOCAL GOVERNMENT CONSULTING	20,000	20,000	-
FRAUD HOTLINE	1,075	1,075	-
COMMUNICATIONS CONSULTANT	-	-	-
FUTURE FACILITIES PREPARATION	60,000	80,000	(20,000)
ELECTION	92,000	-	92,000
	173,075	101,075	72,000
TOTAL ADMINISTRATIVE CONTRACT SERVICES	**528,238**	**445,860**	**82,378**

CHICO AREA RECREATION AND PARK DISTRICT
PARKS ADMINISTRATIVE CONTRACT SERVICES
PROPOSED BUDGET: 2018-2019, Version 2

		2018-2019 BUDGET	2017-2018 BUDGET	CHANGE
PARKS ADMIN - DISTRICT GENERAL				
	HOUSEHOLD	23,000	-	23,000
	REPAIRS AND MAINTENANCE	27,500	-	27,500
	SAFETY	2,500	-	2,500
	SECURITY	72,000	-	72,000
	UTILITIES	33,000	-	33,000
		158,000	-	158,000
SITE SPECIFIC				
OAK WAY PARK				
	PROFESSIONAL SERVICES	4,000	-	4,000
	UTILITIES	2,000	-	2,000
		6,000	-	6,000
PETERSON PARK				
	PROFESSIONAL SERVICES	4,000	-	4,000
BARONI PARK				
	PROFESSIONAL SERVICES	4,000	-	4,000
COMMUNITY CENTER				
	LANDSCAPING	19,000	-	19,000
	REPAIRS AND MAINTENANCE	2,000	-	2,000
	UTILITIES	600	-	600
		21,600	-	21,600
HOOKER OAK				
	LANDSCAPING	1,700	-	1,700
COMMUNITY PARK				
	UTILITIES	4,800	-	4,800
LAKESIDE PAVILION				
	REPAIRS AND MAINTENANCE	3,000	-	3,000
DFJ CENTER				
	REPAIRS AND MAINTENANCE	400	-	400
TOTAL PARKS ADMINISTRATIVE CONTRACT SERVICES		**203,500**	**-**	**203,500**

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - PARK FUND - FUND 2480
PROPOSED BUDGET: 2018-2019, Version 2

	2018-2019 BUDGET	INCREASE (DECREASE)	2017-2018 BUDGET	2017-2018 ACTUAL YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 ACTUAL	2016-2017 % BUDGET
INCOME								
PARK IMPACT FEES	85,000	25,625	59,375	85,500.00	144.0%	59,375	61,750.00	104.0%
INTEREST INCOME	325	-	325	(6,535.66)	-2011.0%	325	7,634.84	2349.2%
TOTAL INCOME	**85,325**	**25,625**	**59,700**	**78,964.34**	**132.3%**	**59,700**	**69,384.84**	**116.2%**
NOTES PAYABLE / LEASE PYMTS	**-**	**(82,222)**	**82,222**	**73,332.00**	**89.2%**	**74,140**	**68,222.17**	**92.0%**
UTILIZATION OF FUND BALANCE	**-**	**107,847**	**(22,522)**	**73,332.00**		**(14,440)**	**66,665.00**	
TOTAL INCOME OVER (UNDER) EXPENDITURES	**85,325**	**-**	**-**	**78,964.34**		**-**	**67,827.67**	

SPENDABLE - UNRESTRICTED - ASSIGNED FUND BALANCE

BEGINNING FUND BALANCE	43,708
UTILIZATION OF FUND BALANCE	-
ENDING FUND BALANCE	43,708

Notes:

The Park Fund collects park impact fees on new development in CARD's boundaries. The current impact fee is $2,375 per unit.

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - OAK WAY - FUND 2495
PROPOSED BUDGET: 2018-2019, Version 2

	2018-2019 BUDGET	INCREASE (DECREASE)	2017-2018 BUDGET	2017-2018 ACTUAL YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 ACTUAL	2016-2017 % BUDGET
INCOME								
ASSESSMENTS	21,892	(39,074)	60,966	59,423.30	97.5%	59,137	58,589.90	99.1%
INTEREST	-	-	-	148.62	0.0%	175	460.23	263.0%
TOTAL INCOME	**21,892**	**(39,074)**	**60,966**	**59,571.92**	**97.7%**	**59,312**	**59,050.13**	**99.6%**
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	**52,661**	**6,005**	**46,656**	**42,768.33**	**91.7%**	**45,191**	**45,191.04**	**100.0%**
SERVICES AND SUPPLIES								
AGRICULTURE	1,800	(42)	1,842	955.74	51.9%	1,450	1,884.78	130.0%
HOUSEHOLD SUPPLIES	2,500	1,300	1,200	2,296.84	191.4%	670	2,115.35	315.7%
STRUCTURES & GROUNDS	4,500	(56)	4,556	3,251.58	71.4%	4,556	3,675.72	80.7%
VANDALISM	100	-	100	-	0.0%	100	-	0.0%
EQUIPMENT RENTS	-	(350)	350	-	0.0%	75	150.00	200.0%
CONTRACT SERVICES	6,000	1,320	4,680	5,925.73	126.6%	4,679	5,600.24	119.7%
WATER	1,500	-	1,500	1,259.77	84.0%	1,500	1,626.28	108.4%
ELECTRIC	3,300	-	3,300	1,911.19	57.9%	3,300	-	0.0%
SUBTOTAL	**19,700**	**2,172**	**17,528**	**15,600.85**	**89.0%**	**16,330**	**15,052.37**	**92.2%**
TOTAL OPERATING EXPENDITURES	**72,361**	**8,177**	**64,184**	**58,369.18**	**90.9%**	**61,521**	**60,243.41**	**97.9%**
TOTAL INCOME OVER (UNDER) EXPENDITURES	**(50,469)**	**(8,177)**	**(3,218)**	**1,202.74**		**(2,209)**	**(1,193.28)**	

Notes:

Property tax assessments on the residents in the Oak Way Assessment District are used to pay the maintenance costs of Oak Way Park which is maintained by CARD.

Property tax assessments on the residents in the Oak Way Assessment District cannot be raised due to how the assessment district was originally established. As such, some operating expenditures must be supplemented by the General Fund in order for the Oak Way Park Fund to properly operate. The General Fund is currently supplementing the costs of salaries and benefits of this fund.

Fund Balance for this fund is assigned as Spendable - Restricted for maintenance of the park.

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - PETERSON PARK - FUND 2497
PROPOSED BUDGET: 2018-2019, Version 2

	2018-2019 BUDGET	INCREASE (DECREASE)	2017-2018 BUDGET	2017-2018 ACTUAL YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 ACTUAL	2016-2017 % BUDGET
INCOME								
ASSESSMENTS	42,560	-	42,560	41,572.60	97.7%	42,560	42,377.60	99.6%
INTEREST	275	-	275	202.26	73.5%	275	542.18	197.2%
TOTAL INCOME	**42,835**	**-**	**42,835**	**41,774.86**	**97.5%**	**42,835**	**42,919.78**	**100.2%**
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	**30,107**	**3,683**	**26,424**	**24,221.67**	**91.7%**	**25,696**	**25,695.96**	**100.0%**
SERVICES AND SUPPLIES								
AGRICULTURE	1,850	(315)	2,165	1,132.18	52.3%	1,850	1,481.54	80.1%
HOUSEHOLD SUPPLIES	-	-	-	-	0.0%	-	-	0.0%
STRUCTURES & GROUNDS	2,500	-	2,500	1,014.00	40.6%	2,500	1,263.76	50.6%
VANDALISM	100	-	100	-	0.0%	100	-	0.0%
EQUIPMENT RENTS	-	-	-	-	0.0%	-	-	0.0%
SMALL TOOLS	-	-	-	-	0.0%	-	-	0.0%
CONTRACT SERVICES	4,000	1,500	2,500	3,798.45	151.9%	2,500	3,687.55	147.5%
WATER	16,000	2,000	14,000	13,953.18	99.7%	14,000	15,927.96	113.8%
ELECTRIC	300	-	300	145.25	48.4%	300	144.70	48.2%
SUBTOTAL	**24,750**	**3,185**	**21,565**	**20,043.06**	**92.9%**	**21,250**	**22,505.51**	**105.9%**
TOTAL OPERATING EXPENDITURES	**54,857**	**6,868**	**47,989**	**44,264.73**	**92.2%**	**46,946**	**48,201.47**	**102.7%**
TOTAL INCOME OVER (UNDER) EXPENDITURES	**(12,022)**	**(6,868)**	**(5,154)**	**(2,489.87)**		**(4,111)**	**(5,281.69)**	

Notes:

Property tax assessments on the residents in the Peterson Park Assessment District are used to pay the maintenance costs of Peterson Park which is maintained by CARD.

Property tax assessments on the residents in the Peterson Park Assessment District cannot be raised due to how the assessment district was originally established. As such, some operating expenditures must be supplemented by the General Fund in order for the Peterson Park Fund to properly operate. The General Fund is currently supplementing the costs of salaries and benefits of this fund.

Fund Balance for this fund is assigned as Spendable - Restricted for maintenance of the park.

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - BARONI PARK - FUND 2498
PROPOSED BUDGET: 2018-2019, Version 2

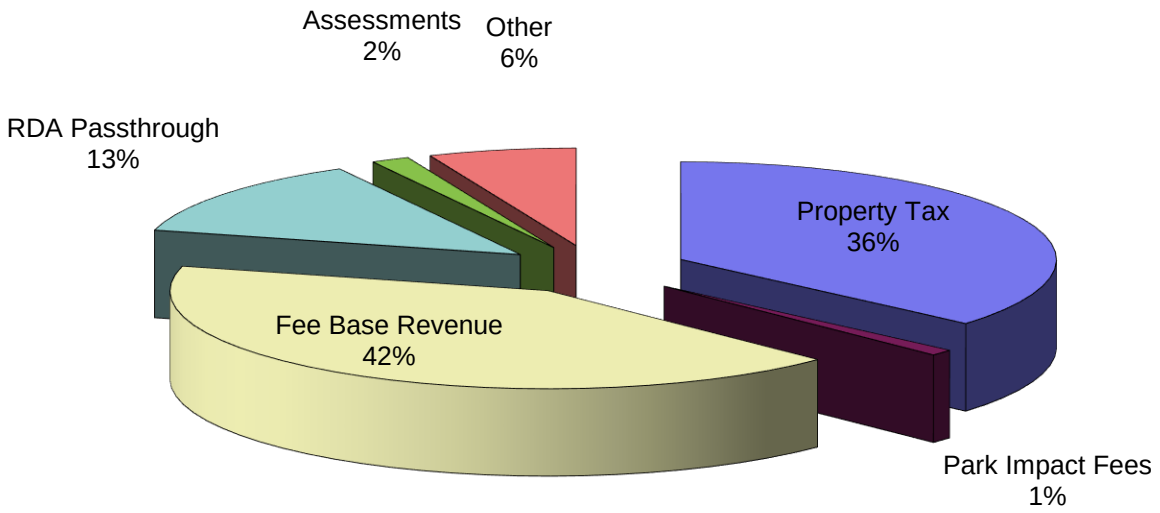
	2018-2019 BUDGET	INCREASE (DECREASE)	2017-2018 BUDGET	2017-2018 ACTUAL YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 ACTUAL	2016-2017 % BUDGET
INCOME								
ASSESSMENTS	71,719	6,680	65,039	64,389.12	99.0%	63,341	68,610.36	108.3%
INTEREST	300	-	300	436.56	145.5%	300	869.18	289.7%
TOTAL INCOME	**72,019**	**6,680**	**65,339**	**64,825.68**	**99.2%**	**63,641**	**69,479.54**	**109.2%**
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	**52,661**	**6,005**	**46,656**	**42,768.33**	**91.7%**	**45,191**	**45,191.04**	**100.0%**
SERVICES AND SUPPLIES								
AGRICULTURE	1,083	-	1,083	688.04	63.5%	850	734.14	86.4%
HOUSEHOLD SUPPLIES	-	-	-	-	0.0%	-	-	0.0%
STRUCTURES & GROUNDS	1,000	-	1,000	680.98	68.1%	1,000	783.84	78.4%
VANDALISM	100	(450)	550	-	0.0%	550	-	0.0%
EQUIPMENT RENTS	-	-	-	-	0.0%	-	-	0.0%
CONTRACT SERVICES	4,000	1,500	2,500	3,798.46	151.9%	2,500	3,687.57	147.5%
WATER	8,050	-	8,050	6,987.68	86.8%	8,050	8,007.17	99.5%
ELECTRIC	200	-	200	-	0.0%	200	-	0.0%
SUBTOTAL	**14,433**	**1,050**	**13,383**	**12,155.16**	**90.8%**	**13,150**	**13,212.72**	**100.5%**
TOTAL OPERATING EXPENDITURES	**67,094**	**7,055**	**60,039**	**54,923.49**	**91.5%**	**58,341**	**58,403.76**	**100.1%**
TOTAL INCOME OVER (UNDER) EXPENDITURES	**4,925**	**(375)**	**5,300**	**9,902.19**	**186.8%**	**5,300**	**11,075.78**	**209.0%**
ALLOCATION TO CAPITAL PROJECTS	**-**	**-**	**-**	**-**	**0.0%**	**-**	**-**	**0.0%**
TOTAL FUND ACTIVITY	**4,925**	**6,005**	**5,300**	**9,902.19**		**5,300**	**11,075.78**	
CAPITAL PROJECTS								
CAPITAL PROJECTS	-	-	-	-	0.0%	15,000	-	0.0%
CAPITAL PROJECTS FUNDING								
ALLOCATION FROM OPERATIONS	-	-	-	-	0.0%	-	-	0.0%
ALLOCATION FROM SPENDABLE RESTRICTED	-	-	-	-	0.0%	(15,000)	-	0.0%
	-	**-**	**-**	**-**		**-**	**-**	

Notes:

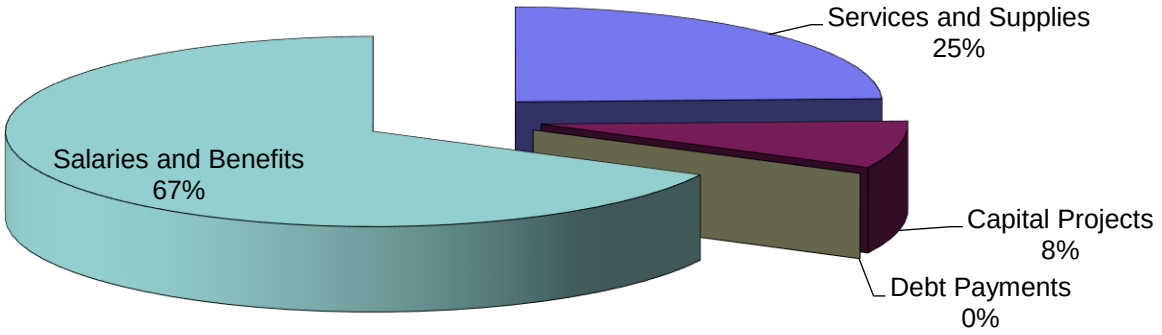
Property tax assessments on the residents in the Baroni Neighborhood Park Assessment District are used to pay the maintenance costs of Baroni Park which is maintained by CARD.

Fund Balance for this fund is assigned as Spendable - Restricted for maintenance of the park.

CARD BUDGET: REVENUE BY SOURCE



CARD BUDGET: BUDGETED EXPENDITURES



CHICO AREA RECREATION AND PARK DISTRICT
PROPOSED BUDGET: 2018-2019
PARK SITES AND FACILITIES

The Chico Area Recreation and Park District serves a 225 square mile area with an approximated population of 109,000. The District is located in the northwest corner of Butte County, California including the urban area of Chico and surrounding farmland.

The District currently operates three recreation centers, two swimming pools, one gymnasium, and six park and recreation areas. District parks range in size from .44 acres to 40 acres. Park sites and facilities operated by the District include:

FACILITIES

Community Center
- Location: 545 Vallombrosa Avenue
- Size: 3 acres
- Facilities: CARD administrative offices, recreation classrooms and multi-purpose room

Chico Creek Nature Center
- Location: 1968 East 8th Street
- Size: 3.25 acres
- Facilities: Animal museum, exhibit hall, nature classroom, and administrative offices

Dorothy F. Johnson Neighborhood Center
- Location: 775 East 16th Street
- Size: 3 acres
- Facilities: Community center, playground, picnic area and basketball court

Lakeside Pavilion
- Location: 2565 California Park Drive
- Size: 1.6 acres
- Facilities: Community center, administrative offices and multi-purpose room

Pleasant Valley Pool and Recreation Center
- Location: 2320 North Avenue
- Size: 1.1 acres
- Facilities: Community center and swimming pool

Shapiro Pool
- Location: Oleander and Memorial Way
- Size: .44 acres
- Facilities: Swimming pool

COMMUNITY PARKS

Community Park
- Location: East 20th Street and Martin Luther King Jr. Parkway
- Size: 40 acres
- Facilities: Playground, picnic area, three softball fields, seven tennis courts, two pickleball courts, seven soccer fields, three sand volleyball courts, restrooms and gymnasium

DeGarmo Park
- Location: 199 Leora Court
- Size: 36 acres
- Facilities: Pavilion, playground, picnic area, three softball fields, two soccer fields and dog park

Hooker Oak Recreation Area
- Location: 1928 Manzanita Avenue
- Size: 35 acres
- Facilities: Playground, picnic area, basketball court, baseball field and two softball fields

Wildwood Park
- Location: 100 Wildwood Avenue
- Size: 18 acres
- Facilities: Pavilion and picnic area, playground and two softball fields

OTHER PARK SITES

Baroni Park
- Location: Bruce Road at Remington Drive
- Size: 7.285 acres
- Facilities: Playground, basketball court, picnic area and open space

Ceres Park
- Location: Glenshire Lane
- Size: 5 acres
- Facilities: Undeveloped

Hancock Park
- Location: North Marigold Ave.
- Size: 3.61 acres
- Facilities: Grassland and pathways

Henshaw Avenue Park
- Location: Henshaw Avenue
- Size: 5 acres
- Facilities: Undeveloped

Humboldt Avenue Skatepark
- Location: Humboldt Avenue at Flume Street
- Size: .89 acres
- Facilities: Skateboard park with restrooms

Oak Way Park
- Location: 1510 West 8th Avenue
- Size: 8.7 acres
- Facilities: Playground, basketball court, picnic area and restrooms

Peterson Park
- Location: Rollins Lake Drive and Denali Drive
- Size: 5.5 acres
- Facilities: Playground, picnic area and basketball court

Rotary Park
- Location: East 16th Street and Broadway
- Size: .7 acres
- Facilities: Playground, picnic area and basketball court

Sycamore Park
- Location: One Mile Recreation Area
- Size: 3.5 acres
- Facilities: Softball field

CHICO AREA RECREATION AND PARK DISTRICT
PROPOSED BUDGET: 2018-2019 **EFFECTIVE JAN 2018**
PART TIME/TEMPORARY/SEASONAL SALARY - SCHEDULE

* indicates change in job title or description from prior budget

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
RANGE C					
Recreation Leader II, Park Labor III, Office Worker II, Lifeguard I, Swim Instructor, Facility Attendent I	**$11.00**	**$11.44**	**$11.90**		
RANGE D					
Park Labor IV, Office Worker III, Recreation Leader III, Assistant Director, Lifeguard II, Swim Coach	**$12.00**	**$12.48**	**$12.98**		
RANGE E					
Director, Specialist, Office Worker IV, Lifeguard III, Assistant Pool Manager, Hourly Program Instructor Facility Attendent II	**$13.00**	**$13.52**	**$14.06**		
RANGE F					
1. Finance Clerk, HR Clerk	**$15.60**	**$16.38**	**$17.20**		
2. Recreation Coordinator	**$18.87**	**$19.81**	**$20.80**		
3. Facility Rental Coordinator	**$20.86**	**$21.90**	**$23.00**		
RANGE G - Instructors					
1. Enrichment Teacher	**$13.00**	**$15.00**	**$17.00**	**$20.00**	**$22.00**
2. Program Manager Nature Center Asst. Dir. Tiny Tots/KR Prog. Mgr	**$20.00**	**$20.25**	**$20.50**	**$20.75**	**$21.00**

NOTES:

1) Part time/Temporary/Seasonal employees will be initially employed at step one of the pay range unless the supervisor submits a written memorandum to the General Manager for approval that sets forth the justification for initially employing the employee at step two. No employee can be initially employed at a salary range above step two.
2) Part time employees are limited to working no more than 28 hours per week. They may work in excess of 970 hours per year if they have been approved as an extended Cal-PERS retirement plan participant by the General Manager.
3) Temporary part time employees are limited to working no more than 28 hours per week and no more than 970 hours per Fiscal Year (July 1 - June 30)
4) Seasonal employees work for a defined season of 120 days or less. They are limited to 35 hours or less per week. They may not work more than a total of 120 days for CARD in a single calendar year. Examples of seasonal programs include summer aquatics and summer camps.
5) Instructors under contract shall be compensated in accordance with the negotiated contract.

RANGE H			STEP 1	STEP 2	STEP 3
1.	Softball, Basketball (1 hour games)		$ 18.00	$ 20.00	$ 22.00
2.	Baseball League Game Rates (2.5 hour games)				
	a.	Plate	$ 48.00	$ 50.00	$ 52.00
	b.	Bases	$ 32.00		
3.	Volleyball League & Kickball Game Rates (1 hour games)		$ 16.00	$ 17.00	$ 18.00
4.	Soccer League Game Rates				
	a.	Line Judge Flat Rate (1.25 hr. games)	$ 17.50	$ 18.50	$ 19.50
	b.	Field Official Flat Rate (1.25 hr. games)	$ 28.00	$ 29.00	$ 30.00
	c.	7 A-Side Flat Rate (1 hour games)	$ 25.00	$ 26.00	$ 27.00
5.	Flag Football League Game Rates (1 hour games)				
	a.	Umpire Flat Rate	$ 19.00	$ 20.00	$ 21.00
	b.	Field Judge Flat Rate	$ 15.00		

NOTES:

6) Procedure for Sport Official Salary Advancement:

a. Officials start at step one, except where noted, and will increase to the next appropriate step after two years of experience and having at least "satisfactory" or above seasonal evaluations.

b. Past or present high school (within last two years), college, certified association, or verified Recreation Department Official with at least two years adult officiating experience is eligible for consideration to start at Step 2 with written documentation from a supervisor and written approval from the General Manager.

CHICO AREA RECREATION AND PARK DISTRICT
PROPOSED BUDGET: 2018-2019
PART TIME/TEMPORARY/SEASONAL SALARY - SCHEDULE

EFFECTIVE JAN - DEC 2019

* indicates change in job title or description from prior budget

TITLE	2019 Rates
Recreation Leader II	$ 12.00
Recreation Leader III	$ 13.00
Assistant Director	$ 13.00
Director I	$ 14.00
Director II	$ 15.00
Enrichment I	$ 14.00
Enrichment II	$ 16.00
Enrichment III	$ 18.00
Enrichment IV	$ 20.00
Program Manager	$ 21.00
Labor III	$ 12.00
Labor IV-level 1	$ 13.00
Labor IV-level 2	$ 13.50
Park Attendant I	$ 12.00
Park Attendant II	$ 12.50
Facility Attendant I	$ 12.00
Facility Attendant II	$ 12.75
Facility Attendant III	$ 13.00
Facility Rental Specialist	$ 20.86
Office Assistant II	$ 12.00
Office Assistant III	$ 13.00
Office Assistant IV	$ 14.00
Finance Assistant	$ 16.80
Swim Instructor	$ 12.00
Lifeguard I	$ 12.00
Lifeguard II	$ 12.50
Asst. Head Guard	$ 13.00
Head Guard	$ 14.00
Asst. Pool Manager	$ 14.50

NOTES:
PT Employees are limited to working no more than 28 hours per week.

Temporary PT Employees are limited to a max. of 970 hours per Fiscal Year (July 1 - June 30)

Extended PT Employees are limited to working no more than 28 hours per week or 1560 hours per Fiscal Year.

Seasonal Employees work for a defined season for 120 days or less. They are limited to 35 hours or less per week. They may not work more than a total of 120 days for CARD in a single CALENDAR year.

Instructors under contract shall be compensated in accordance with the negotiated contract.

ADULT SPORTS OFFICIAL RATES			STEP 1	STEP 2	STEP 3
1. Softball, Basketball (1 hour games)			$ 18.00	$ 20.00	$ 22.00
2. Baseball League Game Rates (2.5 hour games)	a.	Plate	$ 48.00	$ 50.00	$ 52.00
	b.	Bases	$ 32.00		
3. Volleyball League & Kickball Game Rates (1 hour games)			$ 16.00	$ 17.00	$ 18.00
4. Soccer League Game Rates	a.	Line Judge Flat Rate (1.25 hr. games)	$ 17.50	$ 18.50	$ 19.50
	b.	Field Official Flat Rate (1.25 hr. games)	$ 28.00	$ 29.00	$ 30.00
	c.	7 A-Side Flat Rate (1 hour games)	$ 25.00	$ 26.00	$ 27.00
5. Flag Football League Game Rates (1 hour games)	a.	Umpire Flat Rate	$ 19.00	$ 20.00	$ 21.00
	b.	Field Judge Flat Rate	$ 15.00		

NOTES:

6) Procedure for Sport Official Salary Advancement:

a. Officials start at step one, except where noted, and will increase to the next appropriate step after two years of experience and having at least "satisfactory" or above seasonal evaluations.

b. Past or present high school (within last two years), college, certified association, or verified Recreation Department Official with at least two years adult officiating experience is eligible for consideration to start at Step 2 with written documentation from a supervisor and written approval from the General Manager.

Management

July 1, 2018-June 30,2019	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
Parks & Recreation Director										
Hourly	$ 43.21	$ 44.21	$ 45.21	$ 46.21	$ 47.21	$ 48.21	$ 49.21	$ 50.21	$ 51.21	$ 52.21
Monthly	$ 7,490	$ 7,663	$ 7,836	$ 8,010	$ 8,183	$ 8,356	$ 8,530	$ 8,703	$ 8,876	$ 9,050
Annually	$ 89,877	$ 91,957	$ 94,037	$ 96,117	$ 98,197	$ 100,277	$ 102,357	$ 104,437	$ 106,517	$ 108,597
Finance Manager										
Hourly	$ 34.17	$ 35.17	$ 36.17	$ 37.17	$ 38.17	$ 39.17	$ 40.17	$ 41.17	$ 42.17	$ 43.17
Monthly	$ 5,923	$ 6,096	$ 6,269	$ 6,443	$ 6,616	$ 6,789	$ 6,963	$ 7,136	$ 7,309	$ 7,483
Annually	$ 71,074	$ 73,154	$ 75,234	$ 77,314	$ 79,394	$ 81,474	$ 83,554	$ 85,634	$ 87,714	$ 89,794
HR Manager										
Hourly	$ 34.17	$ 35.17	$ 36.17	$ 37.17	$ 38.17	$ 39.17	$ 40.17	$ 41.17	$ 42.17	$ 43.17
Monthly	$ 5,923	$ 6,096	$ 6,269	$ 6,443	$ 6,616	$ 6,789	$ 6,963	$ 7,136	$ 7,309	$ 7,483
Annually	$ 71,074	$ 73,154	$ 75,234	$ 77,314	$ 79,394	$ 81,474	$ 83,554	$ 85,634	$ 87,714	$ 89,794

Other Full Time Employees

July 1, 2018-June 30,2019	Step A	Step B	Step C	Step D	Step E	Merit Range Step F	Step G	Step H
Executive Assistant								
Hourly	$ 28.06	$ 29.46	$ 30.94	$ 32.48	$ 34.11	$ 35.81	$ 37.60	$ 39.48
Monthly	$ 4,864	$ 5,107	$ 5,362	$ 5,630	$ 5,912	$ 6,207	$ 6,518	$ 6,844
Annually	$ 58,365	$ 61,283	$ 64,347	$ 67,565	$ 70,943	$ 74,490	$ 78,214	$ 82,125
Finance Assistant								
Hourly	$ 25.32	$ 26.59	$ 27.92	$ 29.31	$ 30.78	$ 32.32	$ 33.93	$ 35.63
Monthly	$ 4,389	$ 4,608	$ 4,839	$ 5,081	$ 5,335	$ 5,601	$ 5,881	$ 6,175
Annually	$ 52,666	$ 55,299	$ 58,064	$ 60,967	$ 64,015	$ 67,216	$ 70,577	$ 74,106
HR Payroll Specialist								
Hourly	$ 17.93	$ 18.83	$ 19.77	$ 20.76	$ 21.79	$ 22.88	$ 24.03	$ 25.23
Monthly	$ 3,107.87	$ 3,263	$ 3,426	$ 3,598	$ 3,777.63	$ 3,967	$ 4,165	$ 4,373
Annually	$ 37,294	$ 39,159	$ 41,117	$ 43,173	$ 45,332	$ 47,598	$ 49,978	$ 52,477
Finance Specialist								
Hourly	$ 17.93	$ 18.83	$ 19.77	$ 20.76	$ 21.79	$ 22.88	$ 24.03	$ 25.23
Monthly	$ 3,107.87	$ 3,263	$ 3,426	$ 3,598	$ 3,777.63	$ 3,967	$ 4,165	$ 4,373
Annually	$ 37,294	$ 39,159	$ 41,117	$ 43,173	$ 45,332	$ 47,598	$ 49,978	$ 52,477
Facility Coordinator								
Hourly	$ 22.67	$ 23.80	$ 24.99	$ 26.24	$ 27.56	$ 28.93	$ 30.38	$ 31.90
Monthly	$ 3,929	$ 4,126	$ 4,332	$ 4,549	$ 4,776	$ 5,015	$ 5,266	$ 5,529
Annually	$ 47,154	$ 49,511	$ 51,987	$ 54,586	$ 57,315	$ 60,181	$ 63,190	$ 66,350
Customer Service Rep II								
Hourly	$ 22.67	$ 23.80	$ 24.99	$ 26.24	$ 27.56	$ 28.93	$ 30.38	$ 31.90
Monthly	$ 3,929	$ 4,126	$ 4,332	$ 4,549	$ 4,776	$ 5,015	$ 5,266	$ 5,529
Annually	$ 47,154	$ 49,511	$ 51,987	$ 54,586	$ 57,315	$ 60,181	$ 63,190	$ 66,350
Customer Service Rep I								
Hourly	$ 19.33	$ 20.30	$ 21.31	$ 22.38	$ 23.50	$ 24.67	$ 25.90	$ 27.20
Monthly	$ 3,351	$ 3,518	$ 3,694	$ 3,879	$ 4,073	$ 4,276	$ 4,490	$ 4,715
Annually	$ 40,206	$ 42,217	$ 44,328	$ 46,544	$ 48,871	$ 51,315	$ 53,880	$ 56,574
Marketing Coordinator								
Hourly	$ 24.83	$ 26.07	$ 27.38	$ 28.74	$ 30.18	$ 31.69	$ 33.27	$ 34.94
Monthly	$ 4,304	$ 4,519	$ 4,745	$ 4,982	$ 5,231	$ 5,493	$ 5,768	$ 6,056
Annually	$ 51,646	$ 54,229	$ 56,940	$ 59,787	$ 62,777	$ 65,915	$ 69,211	$ 72,672
Recreation Coordinator								
Hourly	$ 20.51	$ 21.54	$ 22.61	$ 23.74	$ 24.93	$ 26.18	$ 27.49	$ 28.86
Monthly	$ 3,555	$ 3,733	$ 3,919	$ 4,115	$ 4,321	$ 4,537	$ 4,764	$ 5,002
Annually	$ 42,661	$ 44,794	$ 47,034	$ 49,385	$ 51,854	$ 54,447	$ 57,170	$ 60,028
Sr. Recreation Supervisor								
Hourly	$ 29.19	$ 30.65	$ 32.18	$ 33.79	$ 35.48	$ 37.25	$ 39.12	$ 41.07
Monthly	$ 5,060	$ 5,313	$ 5,578	$ 5,857	$ 6,150	$ 6,457	$ 6,780	$ 7,119
Annually	$ 60,715	$ 63,751	$ 66,939	$ 70,285	$ 73,800	$ 77,490	$ 81,364	$ 85,432
Recreation Supervisor								
Hourly	$ 26.96	$ 28.31	$ 29.72	$ 31.21	$ 32.77	$ 34.41	$ 36.13	$ 37.94
Monthly	$ 4,673	$ 4,907	$ 5,152	$ 5,410	$ 5,680	$ 5,964	$ 6,262	$ 6,575
Annually	$ 56,077	$ 58,881	$ 61,825	$ 64,916	$ 68,162	$ 71,570	$ 75,148	$ 78,906
Nature Center Director								
Hourly	$ 26.96	$ 28.31	$ 29.72	$ 31.21	$ 32.77	$ 34.41	$ 36.13	$ 37.94
Monthly	$ 4,673	$ 4,907	$ 5,152	$ 5,410	$ 5,680	$ 5,964	$ 6,262	$ 6,575
Annually	$ 56,077	$ 58,881	$ 61,825	$ 64,916	$ 68,162	$ 71,570	$ 75,148	$ 78,906
Park Supervisor								
Hourly	$ 26.96	$ 28.31	$ 29.72	$ 31.21	$ 32.77	$ 34.41	$ 36.13	$ 37.94
Monthly	$ 4,673	$ 4,907	$ 5,152	$ 5,410	$ 5,680	$ 5,964	$ 6,262	$ 6,575
Annually	$ 56,077	$ 58,881	$ 61,825	$ 64,916	$ 68,162	$ 71,570	$ 75,148	$ 78,906
Utility II								
Hourly	$ 24.41	$ 25.63	$ 26.91	$ 28.26	$ 29.67	$ 31.15	$ 32.71	$ 34.35
Monthly	$ 4,231	$ 4,443	$ 4,665	$ 4,898	$ 5,143	$ 5,400	$ 5,670	$ 5,954
Annually	$ 50,773	$ 53,311	$ 55,977	$ 58,776	$ 61,715	$ 64,800	$ 68,040	$ 71,442
Utility I								
Hourly	$ 21.08	$ 22.13	$ 23.24	$ 24.40	$ 25.62	$ 26.90	$ 28.25	$ 29.66
Monthly	$ 3,654	$ 3,837	$ 4,028	$ 4,230	$ 4,441	$ 4,663	$ 4,897	$ 5,141
Annually	$ 43,846	$ 46,039	$ 48,341	$ 50,758	$ 53,296	$ 55,960	$ 58,758	$ 61,696