



**2018-2019
PRELIMINARY BUDGET**

4/19/2018

**CHICO AREA RECREATION AND PARK DISTRICT
PRELIMINARY BUDGET: 2018-2019
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April 19, 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 Preliminary 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 \$140,928 towards capital projects.
- Capital projects are currently budgeted at \$622,500. As we move further along in the process we will be able to better forecast where those funds will come from.
- It is too early to accurately estimate Fund Balance. Therefore the preliminary budget does not contain the Fund Balance Sheet.
- This is an election year, therefore we have budgeted \$92,000 for the election.
- The Part-Time Salary Schedule Effective January 2019 is still under review, therefore it is not included as part of the preliminary budget.
- 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.

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**



<u>DATE</u>	<u>BOARD MEETING</u>	<u>AGENDA</u>
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	Regular	Adopt Final Budget
August 10, 2018	N/A	Submit Final Budget to Auditor-Controller

CHICO AREA RECREATION AND PARK DISTRICT
BUDGET SUMMARY - ALL FUNDS
PRELIMINARY BUDGET: 2018-2019, Version 1



	GENERAL FUND	PARK IMPACT FUND	OAK WAY PARK	PETERSON PARK	BARONI PARK	MEMORANDUM TOTALS ONLY
REVENUE						
FEE BASED PROGRAM INCOME	3,451,397					3,451,397
OTHER INCOME & FACILITY RENTALS	467,420					467,420
RDA PASSTHROUGH	1,064,000					1,064,000
INVESTMENT INCOME	40,000	325	-	275	300	40,900
TAX INCOME / COUNTY	2,896,000					2,896,000
PARK IMPACT FEES		85,000				85,000
ASSESSMENTS			21,892	42,560	71,719	136,171
TOTAL REVENUE	7,918,817	85,325	21,892	42,835	72,019	8,140,888
OPERATING EXPENDITURES						
SALARIES AND BENEFITS	5,688,781		52,661	30,107	52,661	5,824,211
SERVICES AND SUPPLIES	2,048,103		19,700	24,750	14,433	2,106,986
CONTRIB. TO OTHER AGENCIES	15,000					15,000
CONTINGENCIES	25,000					25,000
NOTES PAYABLE / LEASE PYMTS	1,005	-				1,005
TOTAL OPERATING EXPENDITURES	7,777,889	-	72,361	54,857	67,094	7,972,202
NET INCOME (LOSS) FROM OPERATIONS	140,928	85,325	(50,469)	(12,022)	4,925	168,686
ALLOCATIONS AND FUND BALANCE ACTIVITY						
ALLOCATION TO CAPITAL PROJECTS	(140,928)	-	-	-	-	(140,928)
RESTRICTED	-	-	-	-	-	-
	(140,928)	-	-	-	-	(140,928)
NET ACTIVITY	-	85,325	(50,469)	(12,022)	4,925	27,758

CAPITAL PROJECTS						
CAPITAL PROJECTS	622,500					622,500
CAPITAL PROJECTS' REIMBURSEMENTS						-
NET CAPITAL PROJECTS COSTS	622,500	-	-	-	-	622,500
CAPITAL PROJECTS FUNDING						
ALLOCATION FROM GENERAL FUND OPERATIONS	(140,928)					(140,928)
ALLOCATION FROM BARONI PARK OPERATIONS					-	-
ALLOCATION FROM GENERAL FUND SPENDABLE ASSIGNED	-					-
ALLOCATION FROM GENERAL FUND SPENDABLE UNASSIGNED	(481,572)					(481,572)
ALLOCATION FROM BARONI PARK SPENDABLE RESTRICTED					-	-
	-	-	-	-	-	-

**CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUE AND EXPENDITURES
PRELIMINARY BUDGET: 2018-2019, Version 1**



	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	3,451,397	296,821	3,154,576	2,376,542.59	75.3%	3,062,282	3,106,741.87	101.5%
OTHER INCOME & FACILITY RENTALS	467,420	3,500	463,920	405,471.40	87.4%	461,201	454,956.38	98.6%
RDA PASSTHROUGH	1,064,000	-	1,064,000	594,626.85	55.9%	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	2,896,000	-	2,896,000	1,912,620.74	66.0%	2,806,000	3,227,106.74	115.0%
TOTAL REVENUE	7,918,817	300,321	7,618,496	5,315,288.60	69.8%	7,388,483	7,926,445.92	107.3%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	5,688,781	295,326	5,393,455	3,812,878.73	70.7%	5,388,906	5,141,813.83	95.4%
SERVICES AND SUPPLIES	2,048,103	223,109	1,824,994	1,243,322.64	68.1%	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	7,777,889	422,526	7,355,363	5,080,632.14	69.1%	7,422,272	6,990,174.56	94.2%
NET INCOME (LOSS) FROM OPERATIONS	140,928	(122,205)	263,133	234,656.46	89.2%	(33,789)	936,271.36	-277.9%
ALLOCATIONS AND FUND BALANCE ACTIVITY								
CAPITAL / REPAIR PROJECTS	(140,928)	(122,205)	(263,133)	(455,997.00)	173.3%	33,789	(25,193.70)	-74.6%
CASH FUNDED DEPRECIATION	-	-	-	-	-	-	-	-
NET FUND BALANCE ACTIVITY	(140,928)	(122,205)	(263,133)	(455,997.00)	173.3%	33,789	(25,193.70)	-74.6%
TOTAL GENERAL FUND ACTIVITY	-	(244,410)	-	(221,340.54)		-	911,077.66	
CAPITAL PROJECTS								
CAPITAL PROJECTS	622,500	(353,000)	975,500	455,997.00	46.7%	467,500	25,193.70	5.4%
CAPITAL PROJECTS' REIMBURSEMENTS	-	-	-	-	-	-	-	-
NET CAPITAL PROJECTS COSTS	622,500	(353,000)	975,500	455,997.00	46.7%	467,500	25,193.70	5.4%
CAPITAL PROJECTS FUNDING								
ALLOCATION FROM GENERAL FUND OPERATIONS	(140,928)	(122,205)	(263,133)	(455,997.00)	173.3%	33,789	(25,193.70)	-74.6%
ALLOCATION FROM GENERAL FUND SPENCABLE ASSIGNED	-	-	-	-	-	-	-	-
ALLOCATION FROM GENERAL FUND SPENDABLE UNASSIGNED	(481,572)	(230,795)	(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
 PRELIMINARY BUDGET: 2018-2019, Version 1



	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 CAMPS	1,837,917	246,731	1,591,186	1,329,191.53	83.5%	1,750,430	1,713,945.17	97.9%
	321,870	23,630	298,240	193,168.34	64.8%	325,000	290,928.26	89.5%
SUBTOTAL	2,159,787	270,361	1,889,426	1,522,359.87	80.6%	2,075,430	2,004,873.43	96.6%
AQUATICS	166,010	10,060	155,950	121,335.67	77.8%	126,110	142,634.20	113.1%
CLASSES								
ADULT CLASSES	-	-	-	-	0.0%	-	-	0.0%
GENERAL CLASSES	75,000	5,000	70,000	55,960.50	79.9%	-	77,225.71	0.0%
COMMUNITY BAND	1,500	(150)	1,650	990.15	60.0%	1,400	3,082.89	220.2%
SENIOR ADULT CLASSES	44,000	1,000	43,000	36,697.51	85.3%	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	77,000	(30,500)	107,500	57,715.16	53.7%	114,000	105,640.07	92.7%
SUBTOTAL	197,500	(24,650)	222,150	151,363.32	68.1%	215,400	370,274.60	171.9%
ADULT SPORTS								
VOLLEYBALL & DODGEBALL	51,500	2,000	49,500	24,725.95	50.0%	46,000	47,908.99	104.1%
BASKETBALL	35,500	1,500	34,000	26,597.21	78.2%	35,500	29,587.06	83.3%
SOFTBALL	209,200	(6,100)	215,300	103,331.86	48.0%	217,400	187,955.22	86.5%
SOFTBALL TOURNEYS	-	(6,800)	6,800	-	0.0%	6,800	-	0.0%
SOCCER	48,000	3,000	45,000	29,678.07	66.0%	42,500	44,418.39	104.5%
SUBTOTAL	344,200	(6,400)	350,600	184,333.09	52.6%	348,200	309,869.66	89.0%
NATURE CENTER								
PROGRAM FEE INCOME	299,800	51,220	248,580	202,247.27	81.4%	-	-	-
GRANT FUNDING	-	-	-	-	0.0%	-	-	-
SUBTOTAL	299,800	51,220	248,580	202,247.27	81.4%			
OTHER PROGRAMS								
SCHOLARSHIPS	(17,000)	-	(17,000)	(17,907.82)	105.3%	(17,000)	(16,182.58)	95.2%
CO-SPONSORED & MISCELLANEOUS	17,000	-	17,000	11,124.71	65.4%	17,000	11,245.06	66.1%
SPECIAL EVENTS	9,250	2,000	7,250	5,179.90	71.4%	9,150	6,055.50	66.2%
SENIOR ADULT PROGRAMS	62,550	(2,970)	65,520	43,610.69	66.6%	73,092	59,306.73	81.1%
YOUTH SPORTS	212,300	(2,800)	215,100	152,895.89	71.1%	214,900	218,665.27	101.8%
SUBTOTAL	284,100	(3,770)	287,870	194,903.37	67.7%	297,142	279,089.98	93.9%
TOTAL FEE BASED PROGRAMS	3,451,397	296,821	3,154,576	2,376,542.59	75.3%	3,062,282	3,106,741.87	101.5%
OTHER INCOME								
FACILITY RENTAL INCOME	349,091	9,000	340,091	263,276.05	77.4%	321,591	357,635.44	111.2%
REBATES & REIMBURSED COSTS	35,000	-	35,000	15,615.68	44.6%	35,000	17,742.04	50.7%
REIMBURSEMENTS - CITY PARKS	63,829	-	63,829	25,012.72	39.2%	76,610	43,208.04	56.4%
MISCELLANEOUS	10,000	-	10,000	14,128.58	141.3%	10,000	11,028.98	110.3%
ENDOWMENTS	-	-	-	-	0.0%	5,000	-	0.0%
DONATIONS	9,500	(5,500)	15,000	87,438.37	582.9%	13,000	25,341.88	194.9%
TOTAL OTHER INCOME	467,420	3,500	463,920	405,471.40	87.4%	461,201	454,956.38	98.6%
REVENUE FROM OTHER AGENCIES								
RDA PASSTHROUGH	1,064,000	-	1,064,000	594,626.85	55.9%	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	2,896,000	-	2,896,000	1,912,620.74	66.0%	2,806,000	3,227,106.74	115.0%
TOTAL REVENUE FROM OTHER AGENCIES	4,000,000	-	4,000,000	2,533,274.61	63.3%	3,865,000	4,364,747.67	112.9%
TOTAL REVENUE	7,918,817	300,321	7,618,496	5,315,288.60	69.8%	7,388,483	7,926,445.92	107.3%

CHICO AREA RECREATION AND PARK DISTRICT
SALARIES AND BENEFITS SUMMARY - GENERAL FUND - FUND 2490
PRELIMINARY BUDGET: 2018-2019, Version 1



	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	1,471,282.59	72.3%	1,928,000	1,904,334.76	98.8%
PART-TIME SALARIES	2,282,381	254,511	2,027,870	1,399,685.88	69.0%	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	97,100	(35,685)	132,785	57,404.85	43.2%	114,000	147,502.13	129.4%
SUBTOTAL	4,546,281	335,826	4,210,455	2,928,373.32	69.6%	4,199,180	4,074,985.14	97.0%
BENEFITS								
FICA	356,500	34,000	322,500	218,627.56	67.8%	316,000	303,057.16	95.9%
RETIREMENT	375,000	-	375,000	268,819.46	71.7%	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	274,870.68	74.3%	367,000	326,327.96	88.9%
COBRA	-	-	-	-	0.0%	-	-	0.0%
UNEMPLOYMENT INSURANCE	35,000	(2,500)	37,500	7,817.29	20.8%	42,500	33,042.97	77.7%
WORKERS COMP INSURANCE	165,000	(53,000)	218,000	221,066.42	101.4%	190,000	169,698.66	89.3%
ALLOCATION TO OTHER FUNDS	(165,000)	(25,000)	(140,000)	(106,696.00)	76.2%	(141,774)	(141,774.00)	100.0%
SUBTOTAL	1,142,500	(40,500)	1,183,000	884,505.41	74.8%	1,189,726	1,066,828.69	89.7%
TOTAL SALARIES & BENEFITS	5,688,781	295,326	5,393,455	3,812,878.73	70.7%	5,388,906	5,141,813.83	95.4%

CHICO AREA RECREATION AND PARK DISTRICT
 SERVICES AND SUPPLIES SUMMARY - GENERAL FUND - FUND 2490
 PRELIMINARY BUDGET: 2018-2019, Version 1



	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	3,598.43	28.8%	14,350	15,074.01	105.0%
AGRICULTURE	30,000	(2,854)	32,854	15,044.70	45.8%	34,200	26,422.10	77.3%
CLOTHING	22,800	800	22,000	15,308.41	69.6%	22,130	21,631.39	97.7%
COMMUNICATIONS	51,875	1,266	50,609	39,300.18	77.7%	51,709	53,257.89	103.0%
HOUSEHOLD SUPPLIES	40,400	2,100	38,300	27,018.18	70.5%	35,000	38,293.06	109.4%
WORK SERVICE SUPPLIES	2,050	2,050	-	-	0.0%	-	-	0.0%
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	11,659.67	64.8%	17,500	18,654.44	106.6%
HOUSEHOLD EQUIPMENT	-	-	-	-	0.0%	-	46.73	0.0%
FIELD EQUIPMENT	1,250	(500)	1,750	1,216.00	69.5%	1,750	326.05	18.6%
PROGRAM EQUIPMENT	-	(750)	750	179.00	23.9%	750	747.22	99.6%
VEHICLE MAINTENANCE	12,500	-	12,500	6,350.99	50.8%	12,500	13,838.26	110.7%
POOL SUPPLIES	12,000	-	12,000	6,661.84	55.5%	12,000	14,614.92	121.8%
POOL EQUIPMENT	4,000	-	4,000	148.75	3.7%	4,000	4,390.70	109.8%
STRUCTURE & GROUNDS	77,700	3,350	74,350	62,118.42	83.5%	77,400	83,619.44	108.0%
SHOP SUPPLIES	3,450	(1,550)	5,000	3,065.25	61.3%	5,000	4,949.58	99.0%
VANDALISM	5,600	(200)	5,800	2,031.61	35.0%	5,800	3,863.84	66.6%
MEDICAL FIRST AID	3,200	150	3,050	2,436.45	79.9%	2,800	2,350.79	84.0%
MEMBERSHIP/PERIODICALS	18,500	2,100	16,400	16,368.25	99.8%	16,400	16,471.76	100.4%
OFFICE SUPPLIES	26,550	(25)	26,575	16,702.28	62.8%	24,800	21,196.19	85.5%
CONTRACT SERVICES	843,438	97,453	745,985	472,771.43	63.4%	821,375	748,606.47	91.1%
PUBS/LEGAL NOTICES	21,000	-	21,000	17,695.07	84.3%	21,000	24,222.24	115.3%
RENT/LEASE EQUIPMENT	5,400	2,650	2,750	1,811.51	65.9%	2,500	2,260.86	90.4%
RENT/LEASE STRUCTURES	3,200	-	3,200	2,400.00	75.0%	2,400	2,426.95	101.1%
SMALL TOOLS	3,500	500	3,000	1,472.17	49.1%	2,825	2,629.72	93.1%
EDUCATION & TRAINING	5,000	-	5,000	1,000.00	20.0%	5,000	1,913.00	38.3%
DISTRICT OFFICE SPECIAL EXP	9,000	-	9,000	5,869.83	65.2%	9,000	6,206.62	69.0%
PROGRAM SUPPLIES	224,700	20,654	204,046	118,975.66	58.3%	211,775	202,695.28	95.7%
DISTRICT OFFICE MEETING EXP	5,000	(1,500)	6,500	238.13	3.7%	6,500	1,212.96	18.7%
MILEAGE	34,500	3,000	31,500	24,899.93	79.0%	38,500	27,456.12	71.3%
PROGRAM TRANSPORTATION	3,140	40	3,100	1,255.70	40.5%	3,200	1,260.00	39.4%
DIST OFFICE BOARD MTG EXP	10,000	-	10,000	6,121.82	61.2%	10,000	9,021.02	90.2%
USE TAX	1,500	300	1,200	-	0.0%	1,200	1,658.28	138.2%
CONFERENCES	23,100	-	23,100	14,556.50	63.0%	25,000	22,733.09	90.9%
SUBTOTAL	1,642,853	162,034	1,480,819	968,648.48	65.4%	1,564,364	1,458,360.73	93.2%
UTILITIES								
WATER	84,225	15,550	68,675	51,837.45	75.5%	67,675	65,633.78	97.0%
ELECTRICITY	269,400	46,050	223,350	184,930.70	82.8%	209,500	225,853.38	107.8%
GAS	44,525	(25)	44,550	33,774.66	75.8%	35,950	51,034.21	142.0%
SEWER	7,100	(500)	7,600	4,131.35	54.4%	8,300	5,465.20	65.8%
SUBTOTAL	405,250	61,075	344,175	274,674.16	79.8%	321,425	347,986.57	108.3%
TOTAL SERVICE & SUPPLY	2,048,103	223,109	1,824,994	1,243,322.64	68.1%	1,885,789	1,806,347.30	95.8%

CHICO AREA RECREATION AND PARK DISTRICT
SUMMARY OF REVENUES AND EXPENDITURES - NATURE CENTER
PRELIMINARY BUDGET: 2018-2019, Version 1



	2018-2019 BUDGET	INCREASE (DECREASE)	2017-2018 BUDGET	2017-2018 ACTUAL YTD	2017-2018 % BUDGET
INCOME					
GENERAL PROGRAM INCOME	-	(7,000)	7,000	536.70	7.7%
GENERAL ADMISSION	2,500	-	2,500	2,962.00	118.5%
HOME SCHOOL	14,000	3,170	10,830	13,050.00	120.5%
FIELD TRIPS	24,000	3,000	21,000	8,073.00	38.4%
CAMPS	190,000	31,350	158,650	130,009.40	81.9%
PRESCHOOL	37,800	20,700	17,100	23,419.72	137.0%
TEACHER WORKSHOPS	3,000	500	2,500	1,710.00	68.4%
SPECIAL EVENTS	20,000	(1,000)	21,000	15,238.00	72.6%
MEMBERSHIPS	1,500	(500)	2,000	1,263.45	63.2%
PARTY RENTALS	7,000	1,000	6,000	5,985.00	99.8%
FACILITY RENTALS	1,500	(1,000)	2,500	255.00	10.2%
GRANTS	-	-	-	-	0.0%
ENDOWMENT	-	-	-	-	0.0%
FUNDRAISING (DONATIONS)	8,500	(5,500)	14,000	6,884.18	49.2%
TOTAL INCOME	309,800	44,720	265,080	209,386.45	79.0%
OPERATING EXPENDITURES					
SALARIES AND BENEFITS	243,710	29,334	214,376	138,384.32	64.6%
SERVICES AND SUPPLIES					
ADVERTISING	500	-	500	-	0.0%
COMMUNICATIONS	2,200	400	1,800	1,993.05	110.7%
HOUSEHOLD SUPPLIES	2,500	-	2,500	1,715.88	68.6%
INSURANCE	1,300	100	1,200	-	0.0%
STRUCTURES & GROUNDS	4,500	-	4,500	2,677.79	59.5%
OFFICE SUPPLIES	3,500	225	3,275	3,227.70	98.6%
CLOTHING	3,400	(300)	3,700	1,604.79	43.4%
CONTRACT SERVICES	1,500	-	1,500	2,235.05	149.0%
RENT/LEASE STRUCTURES	3,200	-	3,200	2,400.00	75.0%
PROGRAM SUPPLIES	29,295	9,720	19,575	21,237.07	108.5%
MILEAGE	500	-	500	136.38	27.3%
CONFERENCES	600	-	600	774.27	129.0%
ELECTRIC	8,200	700	7,500	5,326.32	71.0%
GAS	1,200	(700)	1,900	1,846.86	97.2%
SUBTOTAL	62,395	10,145	52,250	45,175.16	86.5%
EQUIPMENT/SOFTWARE	500	-	500	453	90.6%
TOTAL OPERATING EXPENDITURES	306,605	39,479	267,126	184,012.40	68.9%
TOTAL INCOME OVER (UNDER) EXPENDITURES	3,195	5,241	(2,046)	25,374.05	

**CHICO AREA RECREATION AND PARK DISTRICT
 PRELIMINARY BUDGET: 2018-2019, Version 1
 NOTES PAYABLE - LEASE PAYMENTS SUMMARY**



	Debt Service	Note/Lease	2018-2019		
Payment	Interest/Principal	Principal	Total	Principal	Interest
Amounts	Balance	Balance	Payment		
	7/1/2018	7/1/2018			
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
PRELIMINARY BUDGET: 2018-2019, Version 1
CAPITAL PROJECTS SUMMARY**



HOOKER OAK RECREATION AREA	
Tree hazard assessment and pruning	25,000
<hr/>	
COMMUNITY CENTER	
Roof replacement	575,000
	<hr/> 575,000
<hr/>	
FIXED ASSETS	
Computer and information technology equipment	12,500
	<hr/> 12,500
<hr/>	
FIELD EQUIPMENT	
Field Equipment	10,000
	<hr/> 10,000
<hr/>	

TOTAL	622,500
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PROJECTS FUNDING SUMMARY:	
Funded By General Fund Current Operations	140,928
Funded by General Fund - Fund Balance Spendable: Assigned	-
Funded by General Fund - Fund Balance Spendable: Unassigned	481,572
	<hr/> 622,500

**CHICO AREA RECREATION AND PARK DISTRICT
ADMINISTRATIVE CONTRACT SERVICES
PRELIMINARY BUDGET: 2018-2019, Version 1**



	2018-2019	2017-2018	CHANGE
	BUDGET	BUDGET	
ADMINISTRATIVE SERVICES			
COMPUTER ANNUAL LICENCE FEES	-	-	-
REGISTRATION SUPPORT FEES	120,000	110,000	10,000
	<u>120,000</u>	<u>110,000</u>	<u>10,000</u>
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)
	<u>171,813</u>	<u>170,435</u>	<u>1,378</u>
AUDIT & RELATED SERVICES			
AUDIT	17,000	17,000	-
GASB 68 REPORTS	1,350	1,350	-
AUDIT & RELATED SERVICES	<u>18,350</u>	<u>18,350</u>	<u>-</u>
LEGAL SERVICES	<u>20,000</u>	<u>20,000</u>	<u>-</u>
PROFESSIONAL SERVICES			
DISTRICT SERVICES	<u>7,000</u>	<u>7,000</u>	<u>-</u>
EMPLOYEE BACKGROUND CHECK	<u>18,000</u>	<u>18,000</u>	<u>-</u>
OFFICE ALARM SYSTEM SERVICE	<u>-</u>	<u>1,000</u>	<u>(1,000)</u>
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
	<u>173,075</u>	<u>101,075</u>	<u>72,000</u>
TOTAL ADMINISTRATIVE CONTRACT SERVICES	<u>528,238</u>	<u>445,860</u>	<u>82,378</u>

**CHICO AREA RECREATION AND PARK DISTRICT
PARKS ADMINISTRATIVE CONTRACT SERVICES
PRELIMINARY BUDGET: 2018-2019, Version 1**



	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
	<u>158,000</u>	-	<u>158,000</u>
<u>SITE SPECIFIC</u>			
OAK WAY PARK			
PROFESSIONAL SERVICES	4,000	-	4,000
UTILITIES	2,000	-	2,000
	<u>6,000</u>	-	<u>6,000</u>
PETERSON PARK			
PROFESSIONAL SERVICES	<u>4,000</u>	-	<u>4,000</u>
BARONI PARK			
PROFESSIONAL SERVICES	<u>4,000</u>	-	<u>4,000</u>
COMMUNITY CENTER			
LANDSCAPING	19,000	-	19,000
REPAIRS AND MAINTENANCE	2,000	-	2,000
UTILITIES	600	-	600
	<u>21,600</u>	-	<u>21,600</u>
HOOKER OAK			
LANDSCAPING	<u>1,700</u>	-	<u>1,700</u>
COMMUNITY PARK			
UTILITIES	<u>4,800</u>	-	<u>4,800</u>
LAKESIDE PAVILION			
REPAIRS AND MAINTENANCE	<u>3,000</u>	-	<u>3,000</u>
DFJ CENTER			
REPAIRS AND MAINTENANCE	<u>400</u>	-	<u>400</u>
TOTAL PARKS ADMINISTRATIVE CONTRACT SERVICES	<u><u>203,500</u></u>	-	<u><u>203,500</u></u>

CHICO AREA RECREATION AND PARK DISTRICT
 EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - PARK FUND - FUND 2480
 PRELIMINARY BUDGET: 2018-2019, Version 1



	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	66,500.00	112.0%	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	59,964.34	100.4%	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	-	-	59,964.34		-	67,827.67	

SPENDABLE - UNRESTRICTED - ASSIGNED FUND BALANCE

Notes:

The Park Fund collects park impact fees on new development in CARD's boundaries.

**CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - OAK WAY - FUND 2495
PRELIMINARY BUDGET: 2018-2019, Version 1**



	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	32,856.45	53.9%	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	33,005.07	54.1%	59,312	59,050.13	99.6%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	52,661	6,005	46,656	34,015.39	72.9%	45,191	45,191.04	100.0%
SERVICES AND SUPPLIES								
AGRICULTURE	1,800	(42)	1,842	577.75	31.4%	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	2,631.48	57.8%	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	5,475.47	117.0%	4,679	5,600.24	119.7%
WATER	1,500	-	1,500	1,009.43	67.3%	1,500	1,626.28	108.4%
ELECTRIC	3,300	-	3,300	-	0.0%	3,300	-	0.0%
SUBTOTAL	19,700	2,172	17,528	11,990.97	68.4%	16,330	15,052.37	92.2%
TOTAL OPERATING EXPENDITURES	72,361	8,177	64,184	46,006.36	71.7%	61,521	60,243.41	97.9%
TOTAL INCOME OVER (UNDER) EXPENDITURES	(50,469)	(8,177)	(3,218)	(13,001.29)		(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
PRELIMINARY BUDGET: 2018-2019, Version 1



	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	23,008.80	54.1%	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	23,211.06	54.2%	42,835	42,919.78	100.2%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	30,107	3,683	26,424	19,332.61	73.2%	25,696	25,695.96	100.0%
SERVICES AND SUPPLIES								
AGRICULTURE	1,850	(315)	2,165	629.33	29.1%	1,850	1,481.54	80.1%
HOUSEHOLD SUPPLIES	-	-	-	-	0.0%	-	-	0.0%
STRUCTURES & GROUNDS	2,500	-	2,500	501.93	20.1%	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	12,967.95	92.6%	14,000	15,927.96	113.8%
ELECTRIC	300	-	300	118.58	39.5%	300	144.70	48.2%
SUBTOTAL	24,750	3,185	21,565	18,016.24	83.5%	21,250	22,505.51	105.9%
TOTAL OPERATING EXPENDITURES	54,857	6,868	47,989	37,348.85	77.8%	46,946	48,201.47	102.7%
TOTAL INCOME OVER (UNDER) EXPENDITURES	(12,022)	(6,868)	(5,154)	(14,137.79)		(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
 PRELIMINARY BUDGET: 2018-2019, Version 1



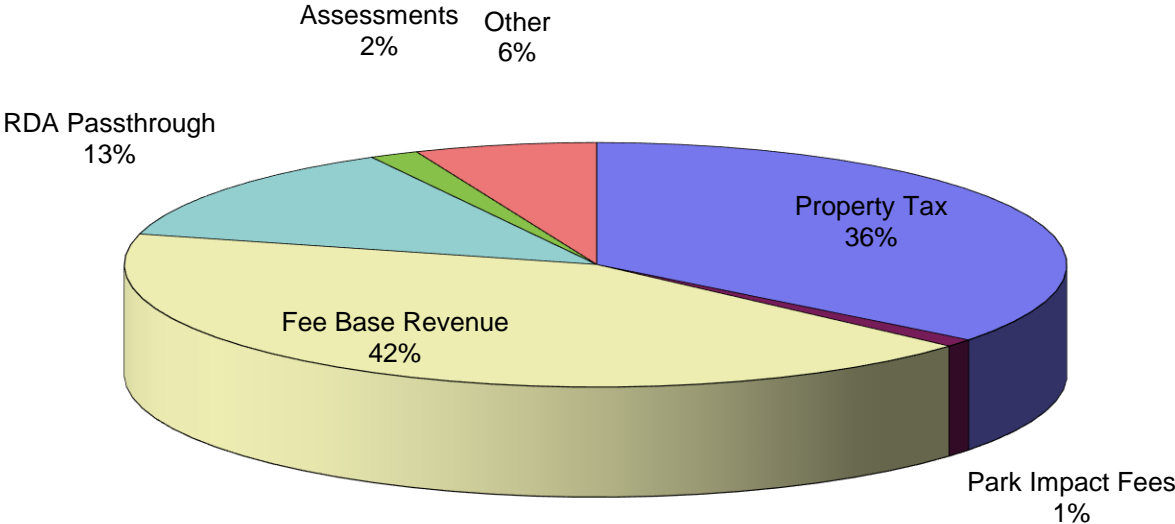
	2018-2019 BUDGET	INCREASE (DECREASE)	2017-2018 BUDGET	2017-2018 ACTUAL YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 ACTUAL	2016-2017 % BUDGET
INCOME								
ASSESSMENTS	71,719	6,680	65,039	32,298.72	49.7%	63,341	68,610.36	108.3%
INTEREST	300	-	300	436.56	145.5%	300	869.18	289.7%
TOTAL INCOME	72,019	6,680	65,339	32,735.28	50.1%	63,641	69,479.54	109.2%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	52,661	6,005	46,656	34,015.39	72.9%	45,191	45,191.04	100.0%
SERVICES AND SUPPLIES								
AGRICULTURE	1,083	-	1,083	401.27	37.1%	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	5,206.59	64.7%	8,050	8,007.17	99.5%
ELECTRIC	200	-	200	-	0.0%	200	-	0.0%
SUBTOTAL	14,433	1,050	13,383	10,087.30	75.4%	13,150	13,212.72	100.5%
TOTAL OPERATING EXPENDITURES	67,094	7,055	60,039	44,102.69	73.5%	58,341	58,403.76	100.1%
TOTAL INCOME OVER (UNDER) EXPENDITURES	4,925	(375)	5,300	(11,367.41)	-214.5%	5,300	11,075.78	209.0%
ALLOCATION TO CAPITAL PROJECTS	-	-	-	-	0.0%	-	-	0.0%
TOTAL FUND ACTIVITY	4,925	6,005	5,300	(11,367.41)		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:

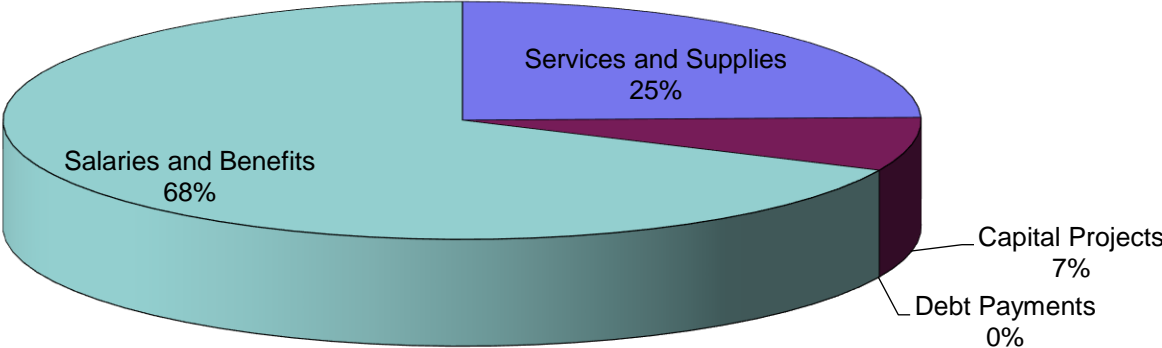
Property tax assessments on the residents in the Baroni Neighborhood Park Assessment District are used to pay the maintenance costs of Baroni Park which is maintained by CARD.

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
PRELIMINARY 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

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



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
PRELIMINARY BUDGET: 2018-2019
PART TIME/TEMPORARY/SEASONAL SALARY - SCHEDULE**

EFFECTIVE JAN 2018



* 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:	<ol style="list-style-type: none"> 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.

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