

Parks & Recreation Commission



REGULAR MEETING AGENDA

Date: 6/22/2016
Time: 6:30 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

B. Roll Call

C. Public Comment

Under "Public Comment," the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

D. Presentations and Proclamations

D1. Presentation of Flood Park project update by the County of San Mateo

D2. Presentation on current trends in Parks and Recreation

E. Regular Business

E1. Accept Commission minutes for meeting of May 25, 2016 ([attachment](#))

E3. Discuss and prepare agenda for joint meeting with the City Council in July

E4. Discuss and select parks and facilities to tour during Commission meeting in July

F. Reports and Announcements

F1. Parks and Recreation Commissioner Reports (James Cebrian and Laura Lane)

F2. Community Services Director's update and announcements ([attachment](#))

G. Informational Items

G1. Review and consider proposed budget for the Community Services Department for FY 2016-17 ([attachment](#))

H. Adjournment

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At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission’s consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

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Parks & Recreation Commission



REGULAR MEETING MINUTES **DRAFT**

Date: 5/25/2016
Time: 6:30 p.m.
Arrillaga Family Recreation Center
Cypress Room
700 Alma St., Menlo Park, CA 94025

A. Call To Order

Vice Chair Harris called the meeting to order at 6:40 p.m.

B. Roll Call

Present: Vice Chair Harris, Commissioner Baskin, Commissioner Johnson, Commissioner Lane, and Commissioner Stanwood
Absent: Chair Palefsky, Commissioner Cebrian
Staff: Derek Schweigart, Community Services Manager

C. Public Comment

There was no Public Comment

D. Presentations and Proclamations

D1. Presentation of service award to Commissioner Kristin Cox

Commissioner Cox was not present at the meeting, a presentation was not given.

D2. Presentation of proposed Ravenswood Grade Separation project

Angela Obeso, Associate Engineer, gave the Commission a presentation of the proposed Ravenswood Grade Separation project. She mentioned the background and the purpose of the project. She mentioned the two alternatives the City is currently looking at and showed examples of the alternatives - Alternative 1: Roadway Underpass, Alternative 2: Hybrid/Split. She mentioned the next steps of the project. Following discussion, no action was taken.

E. Regular Business

E1. Accept Commission minutes for meeting of April 27, 2016 ([attachment](#))

ACTION: Motion and second (Stanwood/Lane) to accept Commission minutes for the meeting of April 27, 2016; passes 5-0.

E2. Selection of Commission Chair and Vice Chair

ACTION: Motion and second (Stanwood/Lane) to nominate Vice Chair Harris as Commission Chair; passes 5-0.

ACTION: Motion and second (Harris/Johnson) to nominate Commissioner Stanwood as Commission Vice Chair; passes 5-0.

E3. Receive update on Aquatics Contractor Lease Agreement and provide feedback on proposed lease terms for negotiation ([attachment](#))

Derek Schweigart gave the Commission an update on the current status of the Aquatics Contractor Lease agreement and asked the Commission to provide feedback on the proposed lease terms that will be discussed as part of the negotiation of a new lease agreement. He mentioned several theme topics that have emerged which will be considered during the negotiations with Team Sheepier and asked the Commission several questions for their feedback. Following discussion, no action was taken.

E4. Review and discuss proposed Commission work plan goals for 2016-2018

Derek Schweigart reviewed the proposed Commission work plan goals for 2016-2018 with the Commission. Directly after discussion, the following action was taken:

ACTION: Motion and second (Stanwood/Harris) to adopt the Commission work plan goals for 2016-2018; passes 5-0

F. Reports and Announcements

F1. Parks and Recreation Commissioner Reports (James Cebrian and Christopher Harris)

Commissioner Cebrian was not present at the meeting. Vice Chair Harris gave a report on the Menlo Children's Center. He mentioned the many changes the program has had in the past several months.

F2. Community Services Director's update and announcements ([attachment](#))

Derek Schweigart gave the Commission the Community Services Director's update and announcements.

G. Informational Items

G1. Proposed Salt Pond Restoration Project and potential impacts to Bedwell-Bayfront Park ([attachment](#))

Azalea Mitch, Senior Civil Engineer and John Bourgeois, Executive Project Manager with South Bay Salt Pond Restoration Project gave the Commission an update on the South Bay Salt Pond Restoration Project and it's impacts to Bedwell-Bayfront Park. They mentioned the truck traffic and routes, construction access, park access, hours and days of construction and the potential for park

improvements. Following discussion, no action was taken.

H. Adjournment

Vice Chair Harris adjourned the meeting at 9:32 p.m.

Minutes prepared by Linda Munguia, Secretary.



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 6/22/2016

Staff Report Number: 16-015-PRC

Informational Item: Community Services Director's update and announcements

Recommendation

Staff recommends that the Commission receive the Community Services Director's update and announcements.

Policy Issues

City policies are not affected.

Background

I. Menlo Park Senior Center

Menlo Park Senior Center hosted its annual Juneteenth BBQ on Friday, June 17 at with a home cooked meal and local senior musician. This annual event is always a favorite by the seniors and families. Earlier in the week the Senior Center remembered Elder Abuse Awareness Day on June 15 and 16. For every reported elder abuse case, 24 go unreported, and scam artists know about this and try to take advantage of the seniors when they can! The goal was to bring much needed attention to recent scam cases (such as IRS phone calls), encourage people to report abuse when they see it, and also bring attention to different types of elder abuse. Visit www.smchealth.org/ElderAbuse for more information.

One of the Senior Center's successful collaborations is with a San Jose non-profit agency, Sunday Friends, where Menlo Park Senior Center patrons were the recipients of van load of surplus items donated by Bed, Bath, and Beyond, to be used at their homes. The distribution, the second one of its kind this year, took place on Tuesday, May 31 in the morning. From towels, to dawn blankets, curtains, and soap dispensers, the seniors had a wide variety of wonderful, free items to choose from.

II. Youth Sports Camps

This summer one of the many week long camp offerings of Community Services will include an all-inclusive youth sports camp. Our partners, National Academy of Athletics, Skyhawks Sports Academy, High Five Sports and Kidz Love Soccer offer a variety of sports based camps for the youth of Menlo Park. Each camp will offer something a little bit different. National Academy offers specialty camps like basketball and volleyball as well as multi-sport camps. Kidz Love Soccer focuses on what they do best: Soccer. Skyhawks offers an introduction to baseball, basketball and soccer for kids ages 4-7. High Five offers multi-sport camps where they play as many sports as possible throughout the week.

III. New Belle Haven Youth Center Playground Opening and Ribbon Cutting Event

On Wednesday, June 29 at 4:30 p.m. the City will be hosting a ribbon cutting event for the newly built playground for the Belle Haven Youth Center. The playground has been in the works for months but actual construction began in April. The new playground was funded primarily with the City's Capital Improvement Program, but the City was also a recipient of a small \$25,000 grant from San Mateo County which opened the door for future projects to be funded by the County in the Belle Haven neighborhood. The community is welcome to attend the ribbon cutting and reception that will follow.

IV. The Paseo is back!

In preparation for the Annual Downtown Block Party and a great summer in Menlo Park, crews recently installed the downtown Paseo at Santa Cruz Avenue and Curtis Street. As with last year, the Paseo includes furniture, shade umbrellas and your neighbors. Planned programming includes both structured (planned exercise classes, monitored play equipment, etc.) and unstructured uses (time to just chill). Almost as soon as the turf was down, there were people enjoying the returned downtown amenity. Come take a look for yourself and if you are interested in scheduling the space, contact Matt Milde in Community Services.

V. Upcoming special events

On Wednesday, June 15, downtown Menlo Park was host to the Annual Downtown Block Party and Menlo Park Summer Concert Series which kicked off the first of 8 concerts downtown and 3 concerts in Belle Haven. The entire Santa Cruz Avenue strip welcomed families to enjoy the 10th Annual Downtown Block Party from 5-9 p.m. This year there was a number of activities for children and adults of all ages including rows of classic cars, live music, a giant inflatable slide, children's area, paseo chalkboard, a next-generation virtual reality exhibit provided by Oculus, the Menlo Park Library's centennial celebration and plenty of outdoor dining. At Fremont Park the Beatles tribute band, The Sun Kings, attracted a large crowd with their fabulous collection of Beatles tunes representing a nostalgic era of music.

The EarthCapades entertained and delighted crowds at the Annual Downtown Block Party on June 15 with their award winning water conservation show. The H2O show covers water conservation awareness and teaches water savings tips in a unique, memorable and exciting performance that combines juggling, music, circus skills, storytelling, comedy and audience participation.

VI. Onetta Harris Community Center

The summer session at the Onetta Harris Community Center starts Monday, June 20, and runs through Friday, August 26. There is a variety of exciting fitness, dance and other enrichment classes offered this session for youth and adults. Examples include Aztec dance, ballet, boot camp, doll making, guitar, karate, kickboxing, Kids Creative, soul line dance, spa careers, Spanish for adults, Spanish for kids, Zumba and more! The center also offers the popular "Sky's the Limit" summer camp for tween's (grades 6-8). This program runs 12:30-5:30 p.m. throughout the summer.

VII. Belle Haven Child Development Center receives County grant for remodel project

On May 10, 2016, the Belle Haven Child Development Center received approval for \$40,000 in grant funding for its remodel project. The grant comes from the San Mateo County community development block grant program. The grant along with funding from the City's Capital Improvement Project fund

will cover the cost of the extensive remodel that includes new floors, carpet, paint, kitchen cabinets, countertops and child size toilets. The center began its year-round program in 2002, and serves approximately 96 children for 10 hours each day, Monday through Friday. The facility's consistent, high volume use is cause for this much needed renovation. Project completion is tentatively scheduled for summer 2017 and involves both the Community Services and Public Works departments.

VIII. City receives Big Lift Funding for the Belle Haven Child Development Center

Belle Haven Child Development Center (BHCDC) was recently awarded a \$270,000 grant from Silicon Valley Community Foundation to implement The Big Lift program model for fiscal year 2016 -17. The Big Lift was launched in 2014 to significantly improve third grade reading proficiency through strategic, thoughtful, evidence-based investments in early learning and education. The Big Lift is also a collective impact approach in which the Ravenswood School District will partner with various preschool programs such as BHCDC to work towards the long-term goal of improving third grade reading success in the community. The Big Lift model will specifically focus on four strategic outcomes including High-Quality Preschool, Family Engagement, Inspiring Summers and Attendance Matters. This grant includes a required scope of work for enhancing services to the 96 children who are enrolled at BHCDC. The grant will provide funding for additional resources for BHCDC such as classroom supplies, small equipment, staff laptops, a full-time Teacher Aide position, a contracted office assistant consultant to help meet data reporting requirements, training for parents and staff as well as contracting with a family engagement consultant to support these families. With this grant and the grant funding already received from the California Department of Education, BHCDC will receive over a million dollars in reimbursable grant funding for fiscal year 2016-17, which is very exciting news for the Belle Haven Community.

Analysis

Analysis is not required.

Impact on City Resources

There is no impact on City resources.

Environmental Review

Environmental review is not required.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

None

Report prepared by:

Derek Schweigart, Community Services Manager



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 6/22/2016

Staff Report Number: 16-016-PRC

Informational Item: Review and consider proposed budget for the Community Services Department for FY 2016-17

Recommendation

Staff recommends that the Commission review and consider the proposed budget for the Community Services Department for FY 2016-17.

Policy Issues

The City Council held a public hearing on the proposed fiscal year 2016-17 budget and capital improvement program on June 7, 2016 and provided direction to staff on any desired changes. The City Council's direction has been incorporated into a staff report for the adoption of the fiscal year 2016-17 budget, which is scheduled for the Council meeting on June 21, 2016.

Background

The Community Services Department provides recreation programs, services and facilities enriching the lives of Menlo Park and other area residents. The goal is to support healthy lifestyles, allow people to learn new things and connect with one another as a community. The department oversees activities in 10 different facilities totaling 130,000 square feet, including a state-of-the-art gymnastics center, an award-winning gymnasium, two recreation centers, two child care centers, two after school programs, two community pools and a senior center. Additionally, the department hosts citywide special events, a summer concert series and programs at the local performing arts center.

The department offers a broad range of programming and services that encompass recreation, child care and teens, senior services and special events. An overview of department programs and services, highlights from the current fiscal year and a high level view of the department's current and proposed budget is included in this staff report as (Attachment A).

Analysis

The Community Services Department budget remains largely unchanged from FY 2015-16. There have been significant staffing changes including the elimination of one community services manager position and the conversion of two program assistant positions in order to create three recreation supervisors. This will improve service delivery and create operational efficiencies by adding a layer of supervision. For the first time in many years, the department has experienced some staff turnover that has brought in new perspectives and a fresh approach to program and customer service delivery.

Based on its workload indicators, the department continues to perform at a high level amidst the many changes it has experienced over the past year. The department continues to maintain a high level of cost

recovery which is estimated to be around 84% this year with all 14 of the department's programs meeting or exceeding the Council's cost-recovery policy. The budget proposal for FY 2016-17 remains fairly steady from the current fiscal year with an increase of \$181,970 or approximately 2% over the current fiscal year. The table included as (Attachment B) includes a year over year comparison for various budget categories for the current and proposed fiscal years. The following are highlights of the proposed budget for FY 2016-17 and some additional information:

Staffing

Included in the proposed budget for next fiscal year are increases and enhancements to department staffing. One change is an increase of 0.25 FTE for the Senior Center Recreation Coordinator position to make it full-time and provide for expanded hours and services. As participation and the demand for programming and services has increased so has the need to provide for adequate staffing for a full-time operation. The budget increase will be largely covered by additional revenue from facility rentals and event and program sponsorships. For the Belle Haven Child Development Center, an additional 1.0 FTE for a Teacher's Aide position has been requested so that the program can adequately staff a fully enrolled program of 96 children. The addition helps restore staffing levels to previous levels prior to State funding reductions. If the budget is approved, the Menlo Children's Center staffing model will be enhanced with the addition of Lead Teachers in the classrooms allowing for a higher level of instruction and program consistency. Finally, with a significant increase in community special events in Menlo Park and a desire to expand and enhance current events, an additional 1.0 FTE is being proposed that will be shared between Community Services and the Library to provide for additional special events support as well as outreach and community engagement for Library services.

Revenues

- The main sources of revenue in the Inter-Governmental Revenue category comes from grant funds received by the State and Federal Government primarily for the Belle Haven Child Development Center (BHCDC). An increase of \$125,511 or approximately 16% over the current fiscal year is the result of restoration funding received by the State as well as an increase to the per child reimbursement for a program that is now at full capacity of 96 children.
- Charges for services will see an increase of \$108,791 or approximately 2% due primarily to anticipated increases to class participation and facility rentals.
- The department also anticipates additional revenue through increased event and program sponsorships as a result of the Council approving an official Sponsorship policy earlier in the year.

Expenses

- There is a modest increase to salaries and wages anticipated next year as a result of the City's compensation and classification study which was completed this year.
- There is a significant increase in employee fringe benefits which is largely due to the City's cost for workman's compensation insurance. This is an internal service fund charge which is shared across all departments regardless of where the costs originate.
- The large decrease in Special projects and expenditures consists of vehicle replacement costs which the department completed last fiscal year for a new Senior Center shuttle bus and two new 15 passenger vans for childcare and day camps.

Impact on City Resources

If approved by Council, the Community Services budget will increase by approximately \$181,970 or 2% over the current fiscal year. The increase is largely the result of employee benefit costs. Revenues for the department are projected to increase by \$237,802 over last fiscal year or an increase of 4%. So while

expenditures are increasing, revenues are keeping pace and helping the department to maintain its cost recovery levels.

Environmental Review

The City's budget is not a project under California Environmental Protection regulations

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. CSD overview and proposed budget FY 2016-17
- B. CSD General Fund Proposed Budget Year by Year Comparison

Report prepared by:
Derek Schweigart
Community Services Manager

Community Services

OVERVIEW

The Community Services department provides recreation programs, services and facilities enriching the lives of Menlo Park and other area residents. The goal is to support healthy lifestyles, allow people to learn new things and connect with one another as a community. This department oversees activities in 10 different facilities totaling 130,000 square feet, including a state-of-the-art gymnastics center, an award-winning gymnasium, two recreation centers, two child care centers, two after-school programs, two community pools and a senior center. Additionally, this department hosts citywide special events, a summer concert series and programs at the local performing arts center.

Operationally, this department provides the following services:

Recreation

Our wide, diverse recreational opportunities for all ages include:

The adult sports include basketball leagues, softball leagues and volleyball classes. There are also drop-in sports programs, such as basketball, volleyball and badminton, as well as specialty programming like Team Fitness and Menlo Swim and Sport fitness and bootcamp.

The youth sports include basketball leagues, a girls' volleyball league and the Kids Love Soccer program. The department also sponsors AAU basketball tournaments and provides contract classes such as basketball, golf, tennis and winter sports clinics.

Menlo Park Gymnastics hosts popular gymnastics programs, including an extensive preschool program and both boys and girls competitive teams. The Arrillaga Family Gymnastics Center offers special needs classes, circus arts classes and rentals for yoga, spinning, adult aikido and gymnastics birthday parties.

Classes at our two recreation centers include youth and adult enrichment classes in health and fitness, dance, martial arts, cooking, art, music, performing arts, crafts, horseback riding, sports (including ice skating, hockey, soccer, tennis, basketball and baseball), computer skills, English as a Second Language and more.

Aquatics programming is provided through a lease agreement with Team Sheeper, Inc. and includes year-round programming at both the Burgess and Belle Haven pools.

Summary

FTEs	50.0
Total requested budget	\$8.2 million
Funding sources	General Fund Special Revenue Fund
Commissions/ Committee supported	Parks and Recreation

Other recreation facilities include tennis courts, a skate park, picnic areas, sports fields, two dog parks and Bedwell Bayfront Park, a 160-acre open space area with walking paths along San Francisco Bay.

Child care and teen activities

The Belle Haven Child Development Center provides licensed, subsidized child development services for income-qualified children ages 3–5 and is partially funded through State grants. The program also includes a nutritional component.

The Menlo Children's Center provides licensed child care for ages 18 months through 5 ½ years old, as well as after-school care for school-aged children. A full-day summer camp program is also offered. All care includes a nutritional component, academic support and transportation from local schools.

The Belle Haven Youth Center houses the Belle Haven after-school program, providing licensed child care for school-aged children, as well as a full-day summer camp program. A nutritional component, homework program, and transportation from local schools are included.

Senior services

The Menlo Park Senior Center offers classes, social services, special events, recreation and social activities, for older adults and residents over age 55. Programs include a nutrition and exercise program for older adults, arts and crafts, peer counseling, a men's social hour, insurance counseling, English as a second language courses, dance and fitness classes. Daily meals are also offered.

Special events

Ten major community events are held each year, as well as an eleven-week summer concert series and movie series. These events include Kite Day, Fourth of July Parade and Celebration, Annual Downtown Block Party, Movies in the Park, Halloween Hoopla costume parade, Breakfast with Santa, Holiday Tree Lighting, Egg Hunt and more.

Community Services

The Community Services department also programs the Menlo-Atherton Performing Arts Center for 55 days per year with a combination of rentals and city-sponsored programs, including the Music at Menlo summer festival, Kepler's Arts and Lectures, children's concerts and sing-alongs, movie nights and local performing arts groups which are supported by a Grant for the Arts program.

2015–16 HIGHLIGHTS

- Completed a five year strategic plan update.
- Increased program and event sponsorships by 50 percent.
- Supported the third and final year of the Belle Haven Neighborhood Action Plan implementation
- Expanded "Concerts in the Park" program to Kelly Park with three events.
- Continuous improvements to customer service, including implementing staff uniforms and welcome standards for all facilities.
- Completed five year lease extension with private contractor for aquatics services
- Achieved an all-time high cost recovery level for the department, among the highest in the Bay Area
- Completed numerous improvements suggested by last year's Operational Review, including restructuring the department with addition of three Supervisors for greater staff accountability and oversight

2016–17 BUDGET

The Community Services Department budget remains largely unchanged from 2015-16. Staffing changes include the elimination of one community services manager and conversion of two program assistants, to create three recreation supervisors. This will improve service delivery and create operational efficiencies by adding a layer of supervision. For the first time in many years, the department has experienced some staff turnover that has brought in new perspectives and a fresh approach to old activities that the Community Services team will be working on this coming year.



FUTURE GOALS AND INIATIVES

- Implement the updated strategic plan for 2015-2021, including
 - Improving opportunities for volunteerism at community events
 - Explore emerging sports trends and opportunities to expand programs
 - Explore opportunities to expand programming at Onetta Harris Community Center, such as preschool gymnastics
 - Complete analysis of after school programs and determine future direction given changing community needs
 - Improve qualifications of child care staff in order to provide higher quality programs
- Continue refinements to program marketing, capacity analysis and program delivery to maintain outstanding cost recovery
- Continue increasing sponsorships and partnership

Community Services

COMMUNITY SERVICES WORKLOAD INDICATORS

	FY 2012-13	FY 2013-14	FY 2014-15	Est. FY 2015-16
Department cost recovery level	80%	82%	82.50%	84%
Field usage percentage	82%	85%	87%	88%
Programs within the cost recovery target	86%	93%	100%	100%
Recreation programs conducted	13,970*	14,000*	14,020*	19,242**
Special events and performing arts program attendance	12,335	12,566	12,750	17,000
Total annual participant hours	1,190,552	1,362,727	1,212,319	1,250,000
Total annual participants	20,064	22,250	21,910	22,100

* previously counted recreation programs only

** includes recreation and social services programs

Community Services

COMMUNITY SERVICES EXPENDITURES					
	2013-14 Actual	2014-15 Actual	2015-16 Adjusted Budget	2015-16 Estimated Actual	2016-17 Proposed Budget
Salaries - Regular	2,230,151	2,275,598	2,486,647	2,289,985	2,628,552
Salaries - Permanent part-time	361,386	363,220	490,615	268,807	544,315
Salaries - Overtime	36,908	37,458	34,250	30,893	26,800
Salaries - Temporary help	927,740	1,023,715	944,250	1,034,581	883,900
Vacation buy back	106,490	28,035	68,184	70,338	28,852
Other pay	75,405	91,560	22,430	72,664	21,579
Salaries and wages subtotal	\$3,738,081	\$3,819,587	\$4,046,376	\$3,767,267	\$4,133,998
Retirement and other post employment benefits	-	571,035	638,931	566,704	688,642
Health and dental	739,872	852,978	968,080	817,594	1,025,961
Workers' compensation internal service charge	80,319	63,773	77,991	77,993	211,047
Other fringe benefits	125,008	139,866	(29,252)	208,249	22,453
Fringe benefits subtotal	\$1,481,767	\$1,627,653	\$1,655,750	\$1,670,541	\$1,948,104
TOTAL PERSONNEL COSTS	\$5,219,848	\$5,447,239	\$5,702,126	\$5,437,808	\$6,082,102
Operating expense	634,899	673,239	698,544	646,416	716,437
Utilities	365,062	391,004	352,690	348,941	344,190
Services	1,130,802	1,208,362	920,699	992,476	868,200
Fixed assets and capital outlay	162,789	116,037	83,800	103,282	69,900
Travel	15,773	11,807	14,250	12,445	15,650
Repairs and maintenance	56,773	52,717	70,600	52,172	62,800
Special projects expenditures	67,049	175,201	169,500	164,000	5,500
Project control	-	-	-	-	-
TOTAL NONPERSONNEL COSTS	\$2,433,146	\$2,628,365	\$2,310,083	\$2,319,732	\$2,082,677
TOTAL OPERATING BUDGET	\$7,652,994	\$8,075,605	\$8,012,209	\$7,757,540	\$8,164,779

SOURCES OF FUNDING, BY FUND					
General Fund	7,480,385	7,877,842	7,887,009	7,726,995	8,068,979
Expendable Trust	700	700	-	-	-
Special Revenue Fund	171,909	197,062	125,200	30,545	95,800
TOTAL SOURCES OF FUNDING	\$7,652,994	\$8,075,605	\$8,012,209	\$7,757,540	\$8,164,779

Fund	100					
Program	Community Services					
Project	All Projects					
Account	Description	2014-2015 YTD	2015-2016 Budget	2015-2016 Estimate	2016-2017 Proposed	% Change in Budget
130	Inter Governmental Revenue	824,399	766,541	830,500	892,052	16.37%
170	Charges for Services	5,244,584	5,133,174	5,130,486	5,241,965	2.12%
180	Misc Revenue	26,429	51,250	53,750	52,750	2.93%
300	Other Financing Sources	700	-	2,000	2,000	
Total Revenues		6,096,112	5,950,965	6,016,736	6,188,767	4.00%
510	Salaries and Wages	3,819,587	4,046,376	3,767,267	4,133,998	2.17%
520	Fringe Benefits	1,627,653	1,655,750	1,670,541	1,948,104	17.66%
530	Operating Expense	669,976	698,444	644,371	716,237	2.55%
540	Utilities	391,004	352,690	348,941	344,190	-2.41%
550	Services	1,067,383	800,699	963,976	777,700	-2.87%
560	Fixed Assets & Capital Outlay	82,287	83,800	103,282	69,900	-16.59%
570	Travel	11,807	14,150	12,445	15,550	9.89%
580	Repairs & Maintenance	52,717	65,600	52,172	57,800	-11.89%
590	Special Projects Expenditures	155,430	169,500	164,000	5,500	-96.76%
Total Expenditures		7,877,842	7,887,009	7,726,995	8,068,979	2.31%
Net Revenue		(1,781,730)	(1,936,044)	(1,710,259)	(1,880,212)	-2.88%