

**PLEASANT VALLEY RECREATION & PARK DISTRICT
CITY OF CAMARILLO, CITY HALL COUNCIL CHAMBERS
601 CARMEN DR., CAMARILLO, CALIFORNIA**

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
July 6, 2016**

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #566

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. AMENDMENTS TO THE AGENDA** - This is the time and place to change the order of the agenda, delete, or add any agenda item(s) and to remove any consent agenda items for discussion.
- 5. PRESENTATIONS**
 - A. District Highlights/National Recreation & Parks Month
 - B. Recognition of Part-time Employee
 - C. Community Band Annual Update
 - D. Camarillo Cougars Youth Football/Cheer
- 6. PUBLIC COMMENT** - In accordance with Government Code Section 54954.3, the Board reserves this time to hear from the public. If you would like to speak about an item on the agenda, we would prefer you complete a Speaker Card, give it to the Clerk of the Board, and wait until it comes up. If you would like to make comments about other areas not on this agenda, in accordance with California law, we will listen, note them, and bring them back up at a later date for discussion. Speakers will be allowed three minutes to address the Board.
- 7. CONSENT AGENDA** – Matters listed under the Consent Agenda are considered routine and shall be acted upon without discussion and by one motion. If discussion is desired the item will be removed from the Consent Agenda for discussion and voted on as a separate item. If no discussion is desired, then the suggested action is for the Chair to request that a motion be made to approve the Consent Agenda.
 - A. Minutes for Special Meeting May 26, 2016 and Regular Meeting June 1, 2016**

Approval receives and files minutes.
 - B. Warrants, Accounts Payable & Payroll**

Approval of District's disbursements dated on or before June 22, 2016.
 - C. Financial Report**

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial report of May 31, 2016.

D. Consideration and Adoption of Resolution No. 562 Declaring July as Park and Recreation Month

Adoption of the resolution will designate July Park and Recreation Month.

E. Consideration and Approval of Grand Jury Response

Approval of the finalized PVRPD response to the Grand Jury regarding “Camarillo Congregate Meal Program”.

F. Consideration and Adoption of Resolution No. 563 Updating Authorized Signatures for Wire Transfers with Ventura County Treasury Pool

Adoption of Resolution No. 563 updates signatures authorized for wire transfers with the Ventura County Treasury Pool.

G. Adoption of Resolution No. 564 Nominating Director Mike Mishler to Fill the Term of 1/1/2015 – 1/1/2019 for the Alternate Special District Member of the Ventura Local Agency Formation Commission (LAFCo)

Adoption of Resolution No. 564 nominates Director Mike Mishler as an alternate special district member for the January 2015-January 2019 term of the Ventura LAFCo Board.

8. PUBLIC HEARING - A Public Hearing on the District Budget Fiscal Year 2016-2017.

9. NEW ITEMS-DISCUSSION/ACTION

A. Consideration and Adoption of Resolution No. 565 Final District FY 2016-2017 Budget

The preliminary budget was approved by the Board at the June 1, 2016 Board Meeting; the final budget includes all changes requested.

Suggested Action: A MOTION to Adopt Resolution No. 565 the Final District FY 2016-2017 Budget.

B. Consideration and Approval to Select a Representative to the California Special Districts Association (CSDA) Board of Directors for 2016 Elections for Seat B

Approval of the official ballot and selection of a candidate for CSDA Board of Directors, Seat B is needed for submittal of the official ballot.

Suggested Action: A MOTION to Approve the official ballot selecting chosen representative for the CSDA Board of Directors 2016 Election Seat B.

C. Update and Discussion Regarding Minimum Wage

Information regarding Senate Bill 3 passage of the increased minimum wage mandate and its effects on the District budget is provided.

Suggested Action: No action required.

D. Consideration and Approval of Turf Closure Policy

A recommendation that passive use park turf closure periods which last longer seven days be presented to the District Policy Committee for approval.

Suggested Action: A MOTION to Approve that passive use park turf closure periods which last longer than seven days be presented to the District Policy Committee prior to closure unless deemed an emergency by the General Manager.

10. INFORMATIONAL ITEMS, which do not require action, will be reported by members of the Board and staff:

- A. Chairman Mishler
- B. Ventura County Special District Association/California Special District Association
- C. Santa Monica Mountains Conservancy
- D. Standing Committees – Finance, Personnel and Policy
- E. Foundation for Pleasant Valley Recreation and Parks
- F. General Manager's Report

11. ORAL COMMUNICATIONS- Informal items from Board Members or staff not requiring action.

12. ADJOURNMENT

Notes: The Board of Directors reserves the right to modify the order in which agenda items are heard. Written materials related to these agenda items are available for public inspection in the Office of the Clerk of the Board located at 1605 E. Burnley Street, Camarillo during regular business hours beginning the Friday preceding the Wednesday Board meeting.

Announcement: Public Comment: Members of the public may address the Board on any agenda item before or during consideration of the item. [Government Code section 54954.3] Should you need special assistance (i.e. a disability-related modification or accommodations) to participate in the Board meeting or other District activities (including receipt of an agenda in an appropriate alternative format), as outlined in the Americans With Disabilities Act, or require further information, please contact the General Manager at 482-1996, extension 24. Please notify the General Manager 48 hours in advance to provide sufficient time to make a disability-related modification or reasonable accommodation.



**PLEASANT VALLEY RECREATION AND PARK DISTRICT
CO-SPONSORED GROUP
ANNUAL UPDATE**

Group: Camarillo Community Band

Date: 7/6/2016

One representative from your organization must attend the following PVRPD Board Meeting on:
Wednesday, July 6, 2016 at 6pm at Camarillo City Hall

OFFICERS	NAME	ADDRESS	DAY PHONE	CELL PHONE
Manager	Daniel A. Rhymes	PO Box 903, Camarillo, CA 93011	805-484-8050	805-231-1303
Logistics	Karen Gatchel	PO Box 903, Camarillo, CA 93011	805-383-6767	805-338-0072
Communications	Doug Hardie	PO Box 903, Camarillo, CA 93011	805-498-9391	
Board Member	Mary Ellen Lefler	PO Box 903, Camarillo, CA 93011	805-432-7216	
Board Member	Linda Rhymes	PO Box 903, Camarillo, CA 93011	805-484-8050	
Board Member	Betty Weyek	PO Box 903, Camarillo, CA 93011	805-482-4721	
Number of participants last year:	120 Band members participated at some point during the year, 300 to 500 audience members per concert			
Projected number of participants upcoming year:	120 Band members will participate at some point during the year, 300 to 500 audience members per concert			

Changes Organization has made from previous year:

We anticipate no changes to the events we will present this year. We will perform our Summer Concert Series on Thursdays in July at the Community Center Park, July 4th Celebration at Adolfo Camarillo High School, Memorial Day Celebration at Conejo Mountain Memorial Park, a Christmas Concert in the Camarillo Community Center, and we will provide a small band for the High School graduation ceremony at the California Conservation Corps in July.

Comments for the PVRPD Board of Directors:

We would like to thank the PVR&PD for their support of the Camarillo Community Band for the past 30 years and look forward to many more years of making music.

We are committed to providing "Concerts in the Park" for Camarillo and the surrounding area.

Primary Facility (ies) Used?	<u>Community Center Park & Auditorium, PVSD music room</u>
What Time are Board Meetings Held?	<u>Once a year after a summer rehearsal</u>
Where are Board Meetings Held?	<u>PVSD rehearsal room</u>
When are new Board Members Elected?	<u>NA</u>
When are new Board Members Installed?	<u>NA</u>
Pleasant Valley Recreation and Park District Liaison:	<u>Amy Stewart / Christina Alatorre</u>
Please attach a copy of your By-Laws to this form.	<u>NA</u>

Please Complete and Return the Annual Update :

Christina Alatorre
1605 E. Burnley Street, Camarillo, CA 93010
Phone: 482-1996 x 16
Fax: 805-482-3468

Form Completed by (print): Daniel A. Rhymes, Manager - Camarillo Community Band Date 23-Jun-16



**PLEASANT VALLEY RECREATION AND PARK DISTRICT
CO-SPONSORED GROUP
ANNUAL UPDATE**

Group: Camarillo Cougars Youth Football

Date: 4/17/16

One representative from your organization must attend the following PVRPD Board Meeting on:
Wednesday, May 6, 2015 at City of Camarillo Council Chambers

OFFICERS	NAME	ADDRESS	DAY PHONE	CELL PHONE
President	<u>Bennett Gill</u>	<u>3796 Hedge Lane</u>	<u>805-215-2064</u>	<u>Same</u>
Vice President	<u>James Driver</u>	<u>1480 nFairway Dr.</u>	<u>805-444-5392</u>	<u>Same</u>
Treasurer	<u>Kent Donnelly</u>	<u>4655 Clubhouse Dr.</u>	<u>805-746-0939</u>	<u>Same</u>
Secretary	<u>Beatrice Driver</u>	<u>1480 Fairway Dr.</u>	<u>805-444-4073</u>	<u>Same</u>

Number of participants last year: 154 Football & 72 Cheer
 Projected number of participants upcoming year: 145 Football & 108 Cheer

Changes Organization has made from previous year: The Cheer Program now has their own Board to assist the Cher Director woith running the Cheer Program. Additionally we have opened a third bank account managed by the cheer board.

Comments for the PVRPD Board of Directors: We would like to take this opportunity to thank the PVRPD Board of Directors for alowing us to continue to be a Camarillo Community Service Organization. We take our responsibily of providing a safe environment and quality experince for our communities youth seriously and we would not be able to excel in that commitment with the great support we receive from the PVRPD Board and Office Staff.

Primary Facility (ies) Used? Freedom Park, Mission Oaks Park, & East End Room
 What Time are Board Meetings Held? 6:30 (7:00) - 9:00, 2nd Thursday of the Month
 Where are Board Meetings Held? East End Room or Skyway Room
 When are new Board Members Elected? December Boasrd Meeting
 When are new Board Members Installed? January Board Meeting

Pleasant Valley Recreation and Park District Liaison: Lanny Binney, Recreation Supervisor

Please attach a copy of your By-Laws to this form.

Please Complete and Return the Annual Update and Financial Statement by April 21, 2015 to:

Lanny Binney
 1605 E. Burnley Street, Camarillo, CA 93010
 Phone: 482-1996 x 17
 Fax: 805-482-3468

Form Completed by (print): Bennett Gill Date 4/17/16

Sign: 

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
COMMUNITY SERVICE GROUP - ANNUAL REVIEW
FINANCIAL STATEMENT**

NAME OF ORGANIZATION Camarillo Cougars Youth Football and Cheer

Last Year's Financial Statement

Proposed Budget

Date: 12/31/15

From: 12/31/16

Beginning Balance: \$ 10,995.57

Beginning Balance: \$ 20,683.79

Revenue:

Registration: \$ 59,391.00
Tournaments: \$
Fundraisers: \$ 51,024.12
Snack Bar: \$ 601.18
Interest: \$
Dues: \$ 9,155.50
Miscellaneous Income: \$ 32,658.15

Revenue:

Registration: \$ 67,000.00
Tournaments: \$
Fundraisers: \$ 54,450.00
Snack Bar: \$ 700.00
Interest: \$
Dues: \$ 9,500.00
Miscellaneous Income: \$ 44,590.00

Total Revenue \$ 152,829.95

Total Revenue \$ 176,290.00

Expenses:

Admin Expense \$ 715.00
Advertising \$ 5413.15
Awards \$ 1,959.52
Equipment \$ 2,9435.84
Facility/Field Maint. \$
Insurance \$ 3,310.00
Internet (online registration) \$ 537.89
Licensing/Membership \$ 830.00
Maintenance (field/facility) \$
Miscellaneous \$ 16,149.67
Paid Staff \$ 0.00
Professional Services (refs) \$ 12,815.00
Refunds \$ 1,725.00
Rentals \$ 158.21
School District \$ 6,341.54
Snack Bar Resale \$
Supplies \$ 23,626.75
Tournament Entries \$
Uniforms \$ 34,553.43
Contingency \$ 5,570.73

Expenses:

Admin Expense \$ 3,895.00
Advertising \$ 6,300.00
Awards \$ 2,200.00
Equipment \$ 40,000.00
Facility/Field Maint. \$
Insurance \$ 3,600.00
Internet (online registration) \$ 1,100.00
Licensing/Membership \$ 830.00
Maintenance (field/facility) \$
Miscellaneous \$ 15,950.00
Paid Staff \$ 0.00
Professional Services (refs) \$ 13,854.00
Refunds \$ 2,250.00
Rentals \$ 500.00
School District \$ 15,000.00
Snack Bar Resale \$
Supplies \$ 25,000.00
Tournament Entries \$
Uniforms \$ 38,950.00
Contingency \$ 3,950.00

Total Expense: \$ 140,038.48

Total Expense: \$ 173,379.00

Ending Balance: \$ 20,683.79

Ending Balance: \$ 26,698.04

List Savings/CDs/Investments here:
Savings Account \$ 39,892.74
CD Account ___ month \$
CD Account ___ month \$
Investment Account \$
Other Account \$
Total Other Accounts \$ 20,983.79

Checking + Other \$ 60,876.53

List Savings/CDs/Investments here:
Savings Account \$ 39,902.74
CD Account ___ month \$
CD Account ___ month \$
Investment Account \$
Other Account \$
Total Other Accounts \$ 26,698.04

Checking + Other \$ 66,600.78

**Pleasant Valley Recreation and Park District
Minutes of Special Meeting
May 26, 2016**

1. CALL TO ORDER

Call to Order

The special meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 5:45 p.m. by Chairman Mishler.

2. PLEDGE of ALLEGIANCE

3. ROLL CALL

Roll Call

Ayes: Malloy, Dixon, Chairman Mishler

Absent: Magner

Director Kelley arrived at 5:53 p.m.

Also present: General Manager Mary Otten, Administrative Services Manager Leonore Young, Recreation Services Manager Amy Stewart, Parks Services Manager Bob Cerasuolo, Customer Service Representative and Recording Board Secretary Karen Roberts, Recreation Supervisor Jane Raab and Jay Evans.

4. ADOPTION OF AGENDA

Agenda accepted as presented.

5. OPEN COMMUNICATION/PUBLIC FORUM

Jay Evans with Camarillo Council on Aging stated the agency supported the inclusion of a District needs assessment for FY 2016-17. Mr. Evans indicated the importance of the assessment with the senior center as an integral part of the District. He suggested the need for a more concrete proposal for adding space, building or utilizing additional buildings within the District to meet the senior center needs.

6. FY 2016-2017 BUDGET WORKSHOP

A. Follow-Up

General Manager Mary Otten reviewed the FY 2016-2017 Budget with the Board recommended changes presented. Administrative Services Manager Leonore Young presented the revised FY 2016-2017 Budgets.

The projected 2016-2017 Budget for Fund 10 – General Fund:

Total Revenue	\$ 7,073,006
Total Expenditures	\$ 7,063,301
Capital Expenses	\$ 547,990

The projected 2016-2017 Budget for Fund 20 – Assessment District:

Total Revenue	\$ 1,426,744
Total Expenditures	\$ 1,321,973

Discussion included PV Fields maintenance, reduction in election costs and computer hardware, increase in Reserves and also the Recreation Classes budget, phone system update, Camarillo Grove Park and Bob Kildee Park whole parking lot paving versus

partial lot paving, tree removals at Bob Kildee Park, need for supplemental position for LAFCo project and other research, cost of District obligations for Redevelopment Agency projects, needs assessment with City and other agencies, and water reduction policy.

7. ORAL COMMUNICATIONS

None.

8. ADJOURNMENT

Chairman Mishler adjourned the meeting at 8:12 p.m.

Respectfully submitted,

Karen Roberts
Recording Secretary

Approval,

Mike Mishler
Chairman

**Pleasant Valley Recreation and Park District
Minutes of Regular Meeting
June 1, 2016**

1. CALL TO ORDER

The regular meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 5:00 p.m. by Chairman Mishler.

Call to Order

2. PLEDGE OF ALLEGIANCE

Director Neal Dixon led the pledge.

3. ROLL CALL

Ayes: Kelley, Magner, Malloy, Dixon, Chairman Mishler

Absent:

ALSO PRESENT: General Manager Mary Otten, Administrative Services Manager Leonore Young, Recreation Services Manager Amy Stewart, Park Services Manager Bob Cerasuolo, Customer Service Representative and Recording Board Secretary Karen Roberts, Recreation Supervisor Jane Raab, Aquatics Center Coordinator Macy Andersen, Human Resources Specialist Kathryn Drewry, Matthew Lorimer, Jim and Arlene Winder, Judy Cujino, Barbara Mabry, Kathleen Kelley, Deby Smith, Walt Robbins, Jay Evans, Bettie Johnson, Sirilarsana Han, Jan Pack, Aileen Shi, Marty Lance, Bob Doren, Sonja Manzer, Al and Bernadette Limon, Vachiu Lerlalb, Lila Gunther, Connie Martel, Patricia Woolgar, and Jeanette Hynson.

Roll Call

4. AMENDMENTS TO THE AGENDA

Chairman Mishler called for a motion. A motion was made by Director Dixon and seconded by Director Malloy to approve the Agenda as presented.

**Motion to
Approve
Agenda**

Voting was as follows:

Ayes: Dixon, Malloy, Kelley, Magner, Chairman Mishler

Noes:

Absent:

Motion: Carried

Carried

5. PRESENTATIONS

A. District Highlights/Spotlight-Pleasant Valley Senior Center

Recreation Supervisor Jane Raab presented the highlights of the District's May/June activities, programs, and special events. Aquatics is busy with summer swim lessons, the Friends of the Camarillo Dog Parks are hosting an Ice Cream Social fundraiser at Scoops Ice Cream on Las Posas Road on June 10 - 12, outdoor hikes are planned at Camarillo Grove Park, and Movies in the Park and Camp Funtastic will be starting soon. The senior center held a successful 50+ Expo on May 3rd and has a Laughlin, Nevada trip planned for June 8. National Go Skate Day will be held at Bob Kildee Park on June 21 and the Parks Department has been working on a new trail at Camarillo Grove Park along with repairs at various parks and the installation of new fitness equipment at Arneill Ranch Park.

In addition to the highlights, Ms. Raab also presented a District Spotlight on the Pleasant Valley Senior Center and its programs. The senior center hosts various programs such as exercise classes (fee-based and drop-in), dance classes, computer classes, gardening, writing classes, art classes, card games, Bingo, bocce ball, Wii bowling, and many more. Some off-site programs are open play basketball, table tennis, badminton, cycling, hiking, and swim lessons. Annual participation in senior programs has increased to over 76,000 participants per year. Some special events held at the senior center are the 50+ Expo, rummage sales, Mil-Vet Expo, Electronic Tech Fair, flu shot clinics, monthly lunch/movie activities along with monthly excursions.

B. Senior Volunteer Recognition

Recreation Supervisor Jane Raab recognized Jan Pack for her assistance with morning exercise programs and senior art works, Arlene Winder for her assistance with the Bingo program, and Walt Robbins for his support with the 50+ Expo. All were presented with flowers and a certificate of recognition. Mr. Robbins thanked Barbara Barley, Bernadette Limon and Deby Smith for their assistance.

C. 50+ Expo

Program Specialist Denise Cleric presented highlights of the 50+ Expo held on May 3rd at the senior center. The event was very successful with over 500 attendants and 80 vendors with handouts and giveaways. Health screenings were held and there was musical entertainment, an art group exhibit, a meet and greet with contract instructors, and a hot lunch provided by Alma Via. Ms. Cleric reported that the event netted over \$12,000 and she thanked Walt Robbins for his assistance.

D. Eagles Soccer

Recreation Supervisor Lanny Binney introduced Kathleen Kelley, president of the Eagles soccer club who presented the annual update of the organization. Ms. Kelley provided the background of the club which began 38 years ago at Valle Lindo Park. One challenge this year has been the registration date change from the school year birthdate to a calendar year birth date. Eagles will have over 700 players participating this year. Fundraising events such as the Golf Tournament allow the Eagles to assist players with financial aid.

6. PUBLIC COMMENT

Chairman Mishler accepted one speaker card from Board Recording Secretary Karen Roberts. The first speaker, Matthew Lorimer stated that of the 67,000 residents of Camarillo about 20,000 of them are seniors. Mr. Lorimer stated that seniors are important and the City Council should be at the senior center to meet with the seniors. The City would like to build a convention center, but is not interested in helping 30% of its population. Mr. Lorimer would like to see a culinary school started to bring in income.

7. CONSENT AGENDA

- A. Minutes for Regular Board Meeting May 4, 2016 and Special Board Meetings of May 5 and May 12, 2016
- B. Warrants, Accounts Payable & Payroll thru May 25, 2016
- C. Financial Report

- D. Consideration and Adoption of Resolution No. 558 Requesting that the General District Election to be held on November 8, 2016 be Consolidated with other Elections called to be held on the Same Day and in the Same Territory
- E. Consideration and Adoption Resolution No. 559 Indicating, in the Event of a Tie, the Winner in the Board Member Elections will be Determined by LOT
- F. Consideration and Adoption of Resolution No. 560 for Gann Appropriating Amount Subject to Limitation for FY 2016-2017

Chairman Mishler called for a motion. A motion was made by Director Magner and seconded by Director Malloy to approve the Consent Agenda as presented.

Motion to Approve Consent Agenda

Voting was as follows:

Ayes: Magner, Malloy, Kelley, Dixon, Chairman Mishler

Noes:

Absent:

Motion: Carried

Carried

8. PUBLIC HEARING – A Public Hearing on the Continuation of the Park Maintenance and Recreation Improvement District Assessment in Fiscal Year 2016-2017.

Chairman Mishler declared the Public Hearing open. There was no discussion for or against, so Chairman Mishler declared the Public Hearing closed.

9. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Adoption Resolution No. 561 Directing Levy of Assessments, Confirming Diagram, and Approving Engineer’s Report for the FY 2016-17 for the Park Maintenance and Recreation Improvement District

Administrative Services Manager Leonore Young introduced Jeanette Hynson of SCI Consulting, Inc. who gave a presentation regarding the background of the annual review and renewal of the District’s assessment. Discussion included the CPI assessment change of \$0.76, a possible projected funding shortfall, and the need for analysis with District boundary changes.

Chairman Mishler called for a motion. A motion was made by Director Malloy and seconded by Director Magner to adopt Resolution No. 561 accepting the Engineer’s Report and ordering the levy of assessment at \$38.20.

Motion to Adopt Reso 561 Levy Assess./ Engineer Report

Voting was as follows:

Ayes: Malloy, Magner, Kelley, Dixon, Chairman Mishler

Noes:

Absent:

Motion: Carried

Carried

B. Consideration and Approval of Preliminary Budgets for Fiscal Year 2016-2017

Administrative Services Manager Leonore Young presented the preliminary budgets for FY 2016-2017 General Fund and the Assessment District. Discussion included the consolidation of individual budgets, use of Quimby fees, addressing parking lot repair in its entirety to save money, CalPERS unfunded liability, and redevelopment agencies and District obligations.

Chairman Mishler called for a motion. A motion was made by Director Magner and seconded by Director Malloy to approve the Preliminary FY 2016-2017 Budgets.

**Motion to
Approve Prelim.
FY 16-17
Budgets**

Voting was as follows:

Ayes: Magner, Malloy, Kelley, Dixon, Chairman Mishler

Noes:

Absent:

Carried

Motion: Carried

C. Review and Discuss Naming of the Park Located Within the Springville Development

General Manager Mary Otten reported that the new park being built within the Springville Development will be completed in September or October 2016 and that the District needed to provide a name for the park. Staff was directed to set up a date in June for a special board meeting for brainstorming and public input.

10. INFORMATIONAL ITEMS

- A. Chairman Mishler – Chairman Mishler mentioned that he will follow up with the County regarding the Redevelopment Agency and District obligations.
- B. Ventura County Special District Association/California Special District Association- Director Magner reported that there will be a VCSDA meeting next Tuesday, June 7. Two weeks ago Director Magner and General Manager Otten attended the CSDA Legislative Days in Sacramento and met with the legislative directors for Senator Hannah Beth Jackson and Assemblywoman Jacqui Irwin regarding bills for small special district auditing, grand jury finding reporting and public funding in engineer design lawsuits.
- C. Santa Monica Mountains Conservancy – Chairman Mishler attended a May 23 meeting. State bond funding can no longer be used for interpretative information programs so the programs will be spun off into non-profit groups to receive different funding. Mr. Mishler reported that SMMC has picked up the last few tracts to open up the Backbone Trail which starts in Point Mugu for 67 miles to Will Rogers State Park.
- D. Standing Committees – Finance – Director Malloy reported that the District is well under budget in expenses and close in revenue, so there should be a surplus this year. Personnel – No report.
- E. Foundation for Pleasant Valley Recreation and Parks – Director Dixon stated that the monthly meetings are open to the public and held the third Thursday of the month.

The next fundraising event will be held at Camarillo Grove Park on September 24 with a country music band, falconry display, dancing, and barbecue.

- F. General Manager's Report – General Manager Otten reported on upcoming committee meetings in June, the water project at Woodcreek Park and the monitoring wells at Heritage and Calleguas Parks. Concrete is being poured for the basketball courts and sidewalks at the new park at Springville and staff is working on repairs of picnic shelters at Camarillo Grove Park. Ms. Otten attended the CSDA conference in Sacramento and also the CARPD Conference in Lake Tahoe where the District received the Outstanding New Facility award for the Camarillo Grove Nature Center. Mitchell Cameron has been hired as the new Administrative Analyst and will start on June 13. Ms. Otten thanked AYSO for a \$10,000 donation, the senior center for the great job with the 50+ Expo and the District Park Rangers who were able to discover the youths involved in recent graffiti at Bob Kildee Park.

11. ORAL COMMUNICATIONS

Director Magner reported that Camarillo Pony Baseball Association started a baseball program for youth with special needs. Ms. Magner mentioned that it is great that community service groups like CPBA, AYSO and CYBA can supplement adaptive programs within the community. Director Malloy thanked Ms. Raab and Ms. Cleric for the District highlights and update on the 50+ Expo. Mr. Malloy requested that the June Policy Committee meeting include park closures along with water conservation and turf closures.

12. ADJOURNMENT

Chairman Mishler adjourned the meeting at 7:58 p.m.

Respectfully submitted,

Karen Roberts
Recording Secretary

Approval,

Mike Mishler
Chairman

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: July 6, 2016

SUBJECT: FINANCE REPORT – MAY 2016

RECOMMENDATION

It is recommended that the Board review and approve the Financial Statements for May 31, 2016.

ANALYSIS OF COMPARATIVE FINANCIAL THRU MAY 31, 2016

Attached you will find the PVRPD Statements of Revenues and Expenditures for Finance for the period of July 1, 2015 through May 31, 2016 with a year-to-date comparison for the period of July 1, 2014 through May 31, 2015. The percentage rate used for the 2015-2016 fiscal year budget is 91.6% for Period 11 of the fiscal year.

REVENUES

Total revenue for the 11th month ending May 31, 2016 for Fund 10 (General Fund) has decreased \$2,460,043 over the same period as last year. This decrease is primarily due to the Quimby Fees received in prior year of \$2,866,198. Fiscal year 15-16 has always been behind in revenue in comparison to FY 14-15 due to the \$2.8 million received in Quimby Fees that was received in FY 14-15. If the Quimby Fees are not taken into consideration the revenue shows an increase in comparison to prior year of \$406,156. This increase is due to receiving \$307,161 more in tax apportionment compared to prior year and \$96,186 increase in rental income from prior year. Rental income has increased over the same 11 months as last year due to the District now renting out the sports parks and community parks more often and on a more limited basis, the neighborhood parks. The variance is also due to the consolidation of the budgets and the way revenue has been classified.

Total revenue for the 11th month ending May 31, 2016 for Fund 20 (Assessment District) is at 98.21% of budget and expenses are at 92.72% of budget. Since Fund 20 was set up in February 2016 there will not be monthly comparisons until February 2017.

EXPENDITURES

Personnel Expenditures decreased for FY 2015-2016 by \$36,540 in comparison to personnel expense for the same period as FY 2014-2015. This is due to a combination of calculations: 1) Full time wages are down by \$85,340 due to vacant positions that are now being filled; 2) Retirement is also down which is due to full-time wages being down which in turn affects PERS, FICA and Medicare; 3) Five employees are being charged to Fund 20 which is not reflected in Fund 10 expenses. The last factor in the variance is that at the end of May 2015, the District had paid out 24 pay periods in comparison to 23 pay rolls paid out as of May 31st, 2016 for this fiscal

year. Keeping that decrease in mind, account 6160 (Loan Pension Obligation) is showing an increase of \$132,648 in comparison to fiscal year 2014-2015. This is due to the fact that when the debt service payment is paid only the interest is charged to the expense account (6160). The principal is charged to account 4535 which is a long term liability account and therefore not reflected on the Statement of Revenue and Expenses. The only reason the principal and interest is reflected on the Statement of Revenue and Expenses is because staff received instruction from the Finance Committee to show the payment over the entire fiscal year (12 months) and to include both principal and interest.

Service and Supply Expenditures have increased \$64,277 in comparison to the same time period as last year. This increase is primarily due to the final payment for account 6960 (Appropriation Redevelopment/Collection Fees) for fiscal year 2015-2016; it has an increase of \$70,730 over the same time period as fiscal year 2014-2015.

Capital projects are under way and \$27,373 has been spent in the month of May. These expenses are for the Arneill Ranch Park Fitness Equipment and the Nature Center Trails and Programs.

FISCAL IMPACT

Overall the District is under the approved budget by 10.36% and managers will continue to make a concerted effort to spend under the adopted budget during this fiscal year to help build reserves. The variance of budget vs actual is anticipated to decrease from 10.36% as May and June utility bills have not been posted and there have already been a few days with above average temperatures and June will have three pay periods before the close of the fiscal year.

RECOMMENDATION

It is recommended that the Board review and approve the Financial Statement for May 31, 2016.

ATTACHMENTS

- 1) District Statement of Revenues and Expenditures for Finance as of May 31, 2016
(6 pages)

	<u>4/30/2016</u>	<u>4/30/15</u>	
	<u>BALANCE</u>	<u>BALANCE</u>	
LAIF	\$ 4,880.12	\$ 288,909.40	
Ventura County Pool-Unrestricted	\$ 430,000.00	\$ -	
Assessment	\$ 375,896.92	\$ 557,527.58	
Capital Improvement	\$ 883,953.85	\$ 1,910,312.50	
Contingency	\$ 509,991.60	\$ 1,302,732.09	
Debt Service	\$ 4,028.20	\$ 114,041.05	
457 Pension Trust	\$ 77,059.85	\$ 63,205.04	
Quimby Fee - Restricted	\$ 634,336.69	\$ -	
Multi-Bank Securities Restricted	\$ 1,135,000.00	\$ -	
Ventura County Pool - Restricted	\$ 1,100,000.00	\$ -	
Totals	<u>\$ 5,155,147.23</u>	<u>\$ 4,236,727.66</u>	
General Fund Checking	\$ 2,798,755.52	\$ 137,598.10	
FCDP Checking	\$ 20,944.96	\$ 18,621.65	
	<u>\$ 2,819,700.48</u>	<u>\$ 156,219.75</u>	
Total cash on hand	<u>\$ 7,974,847.71</u>	<u>\$ 4,392,947.41</u>	<u>\$ 3,581,900.30</u>

	<u>5/31/2016</u>	<u>5/31/15</u>	
	<u>BALANCE</u>	<u>BALANCE</u>	
LAIF	\$ 4,885.75	\$ 1,139,114.17	
Ventura County Pool-Unrestricted	\$ 1,730,000.00	\$ -	
Assessment	\$ 334,496.31	\$ 971,652.20	
Capital Improvement	\$ 1,034,177.40	\$ 2,647,732.79	
Contingency	\$ 660,133.18	\$ 1,518,732.09	
Debt Service	\$ 569,437.01	\$ 114,041.05	
457 Pension Trust	\$ 76,265.29	\$ 63,205.04	
Quimby Fee - Restricted	\$ 634,420.12	\$ -	
Multi-Bank Securities Restricted	\$ 1,135,000.00	\$ -	
Ventura County Pool - Restricted	\$ 1,100,000.00	\$ -	
Totals	<u>\$ 7,278,815.06</u>	<u>\$ 6,454,477.34</u>	
General Fund Checking	\$ 458,456.46	\$ 149,564.97	
FCDP Checking	\$ 21,364.22	\$ 19,443.30	
	<u>\$ 479,820.68</u>	<u>\$ 169,008.27</u>	
Total cash on hand	<u>\$ 7,758,635.74</u>	<u>\$ 6,623,485.61</u>	<u>\$ 1,135,150.13</u>

	<u>6/7/2016</u>	<u>6/30/15</u>	
	<u>BALANCE</u>	<u>BALANCE</u>	
LAIF	\$ 4,885.75	\$ 888,909.40	
Ventura County Pool-Unrestricted	\$ 1,730,000.00	\$ -	
Assessment	\$ 329,310.65	\$ 729,580.76	
Capital Improvement	\$ 1,034,177.40	\$ 782,244.81	
Contingency	\$ 660,133.18	\$ 519,166.96	
Debt Service	\$ 76,265.29	\$ 114,081.14	
457 Pension Trust	\$ 569,437.01	\$ 55,399.06	
Quimby Fee - Restricted	\$ 634,420.12	\$ 2,866,516.73	
Multi-Bank Securities Restricted	\$ 1,135,000.00	\$ -	
Ventura County Pool - Restricted	\$ 1,100,000.00	\$ -	
Totals	<u>\$ 7,273,629.40</u>	<u>\$ 5,955,898.86</u>	
General Fund Checking	\$ 312,911.56	\$ 444,780.46	
FCDP Checking	\$ 21,364.22	\$ 17,647.93	
	<u>\$ 334,275.78</u>	<u>\$ 462,428.39</u>	
Total cash on hand	<u>\$ 7,607,905.18</u>	<u>\$ 6,418,327.25</u>	<u>\$ 1,189,577.93</u>

General Ledger
Statement of Revenues
and Expenditures



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07/01/2015-05/31/2016

Description	Current Month	Previous Year to Date	Current Year to Date	Budget	Budget Remaining	% of Budget Used
Revenue						
Tax Apportionment	-59,778.77	-5,476,977.09	-5,823,330.62	-5,711,223.00	112,107.62	101.96
Park Dedicaiton Fees	0.00	-2,866,198.70	0.00	0.00	0.00	0.00
Assessment District Tax	0.00	-992,264.31	0.00	0.00	0.00	0.00
Public Fees	-119,134.88	-578,761.12	-574,826.77	-608,717.00	-33,890.23	94.43
Certification Income	0.00	0.00	107.03	0.00	-107.03	0.00
Public Passes	-7,260.10	-54,469.48	-59,697.38	-65,217.00	-5,519.62	91.54
Rental Income	-47,710.55	-331,674.14	-416,960.31	-361,150.00	55,810.31	115.45
Parking Citations	-133.52	-4,153.33	-2,909.26	-900.00	2,009.26	323.25
Dividends	-3,907.52	-38,194.78	-21,868.75	-24,773.00	-2,904.25	88.28
Activity Guide	-1,600.00	-4,800.00	-8,750.00	-6,000.00	2,750.00	145.83
Donations	-11,408.00	-164,885.36	-103,659.79	-92,350.00	11,309.79	112.25
Misc Income	-6,225.30	-47,569.37	-53,007.99	-36,179.00	16,828.99	146.52
ReimbursementIncentive	-414.87	-30,147.93	-72,670.66	-84,175.00	-11,504.34	86.33
Revenue	-257,573.51	-10,590,095.61	-7,137,574.50	-6,990,684.00	146,890.50	102.10
Expense						
Salaries & Wages	210,556.55	2,362,106.17	2,271,803.08	2,790,776.00	518,972.92	81.40
Auto Cell Phone	1,413.79	0.00	4,571.91	0.00	-4,571.91	0.00
Retirement	25,606.92	495,405.44	273,459.33	364,152.00	90,692.67	75.09
Employee Insurance	14,600.75	260,267.46	236,656.95	284,963.00	48,306.05	83.05
Workers Comp & Unemployment	8,513.00	110,939.99	113,474.08	125,165.00	11,690.92	90.66
PERS Unfunded Liability	14,506.00	0.00	159,566.00	174,072.00	14,506.00	91.67
Other Post Employment Benefits	0.00	0.00	0.00	0.00	0.00	0.00
Utilities	57,465.96	903,873.52	765,425.96	1,132,399.00	366,973.04	67.59
Materials & Supplies	21,501.86	158,945.69	170,831.17	224,478.00	53,646.83	76.10
Park Services	203.45	16,007.29	1,174.03	4,670.00	3,495.97	25.14
Business Services	62,348.84	286,844.09	303,157.73	311,936.00	8,778.27	97.19
Professional Services	18,579.63	528,685.81	202,777.72	238,653.00	35,875.28	84.97
Maintenance & Repair	37,813.51	130,928.28	237,306.99	288,623.00	51,316.01	82.22
Misc Employer Expenses	7,338.83	51,123.99	62,070.12	97,965.00	35,894.88	63.36
Collection Fees	0.00	315,488.13	386,218.51	373,394.00	-12,824.51	103.43
Administrative Expense	0.00	5,140.33	4,220.06	5,454.00	1,233.94	77.38
Recreation Expenses	4,352.68	21,968.65	25,548.49	33,724.00	8,175.51	75.76
Special Event	1,105.00	9,928.66	14,174.72	19,320.00	5,145.28	73.37
Pension Obligation Loan Payment	0.00	73,577.41	44,084.67	224,973.00	180,888.33	19.60
COP Debt -PV Fields	0.00	409,860.03	331.40	0.00	-331.40	0.00
Capital	27,372.67	333,514.60	91,278.34	484,000.00	392,721.66	18.86
Land & Structure Improvements	0.00	0.00	22.50	0.00	-22.50	0.00
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Expense	513,279.44	6,474,605.54	5,368,153.76	7,178,717.00	1,810,563.24	74.78
Revenue Total	-257,573.51	-10,590,095.61	-7,137,574.50	-6,990,684.00	146,890.50	-1.02
Expense Total	513,279.44	6,474,605.54	5,368,153.76	7,178,717.00	1,810,563.24	0.75
Grand Total	255,705.93	-4,115,490.07	-1,769,420.74	188,033.00	1,957,453.74	-9.41

General Ledger
Statement of Revenues and Expenditures
Pleasant Valley Recreation and Park District
Fund 10 - General Fund
May 2016 91.6%

Description	Account	Period	Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Revenue								
Tax Apport Cur Year Secured	5110	\$	-	\$ 5,199,102.24	\$ 5,506,263.59	\$ 5,711,055.00	\$ 204,791.41	96.41%
Tax Apport Cur Year Unsec	5120	\$	-	\$ 125,203.11	\$ 135,266.71	\$ -	\$ (135,266.71)	0.00%
Tax Apport Prior Year Sec	5130	\$	14,989.39	\$ 65,944.24	\$ 57,840.51	\$ -	\$ (57,840.51)	0.00%
Tax Apport Prior Year Unsec	5140	\$	-	\$ 4,999.89	\$ 6,324.91	\$ -	\$ (6,324.91)	0.00%
Tax Deeded Sales	5150	\$	-	\$ 34.91	\$ 51.99	\$ -	\$ (51.99)	0.00%
Cur Supplemental Pass Thru	5210	\$	28,055.78	\$ 37,109.81	\$ 76,944.17	\$ -	\$ (76,944.17)	0.00%
Supplemental Redemption	5215	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
HOPTR	5230	\$	16,598.85	\$ 38,556.27	\$ 40,311.49	\$ -	\$ (40,311.49)	0.00%
Supplemental Assessment Roll	5240	\$	134.75	\$ 289.24	\$ 327.25	\$ 168.00	\$ (159.25)	194.79%
Interest Apport Fund	5310	\$	3,907.52	\$ 683.78	\$ 10,391.75	\$ 5,573.00	\$ (4,818.75)	186.47%
Other Interest Income	5320	\$	-	\$ 5,737.38	\$ -	\$ -	\$ -	0.00%
Park Dedication Fees	5400	\$	-	\$ 2,866,198.70	\$ -	\$ -	\$ -	0.00%
Dividends PARDEC	5460	\$	-	\$ 37,511.00	\$ 11,477.00	\$ 14,200.00	\$ 2,723.00	80.82%
Park Patrol Citations	5506	\$	133.52	\$ 4,153.33	\$ 2,909.26	\$ 900.00	\$ (2,009.26)	323.25%
Plan Check Fee	5507	\$	-	\$ -	\$ -	\$ 100.00	\$ 100.00	0.00%
Public Fees	5510	\$	118,677.88	\$ 576,067.12	\$ 570,127.62	\$ 604,617.00	\$ 34,489.38	94.30%
Certificates	5512	\$	-	\$ -	\$ 107.03	\$ -	\$ (107.03)	0.00%
Swim PassAdult Splash (20)	5513	\$	2,317.60	\$ 5,797.00	\$ 10,518.93	\$ 7,344.00	\$ (3,174.93)	143.23%
Swim PassSenior Splash (10)	5514	\$	112.50	\$ 2,857.50	\$ 2,055.00	\$ 1,890.00	\$ (165.00)	108.73%
Senior Services Revenue	5515	\$	130.00	\$ 1,630.00	\$ 1,990.00	\$ 2,200.00	\$ 210.00	90.45%
Senior Services Revenue	5516	\$	170.00	\$ 4,972.50	\$ 5,579.00	\$ 3,570.00	\$ (2,009.00)	156.27%
Swim PassSenior Splash (20)	5517	\$	90.00	\$ 1,053.00	\$ 850.50	\$ 2,916.00	\$ 2,065.50	29.17%
Swim PassSenior Fitness (10)	5518	\$	1,728.00	\$ 11,014.00	\$ 12,267.00	\$ 5,670.00	\$ (6,597.00)	216.35%
Swim PassSenior Fitness (20)	5520	\$	2,155.00	\$ 20,410.98	\$ 18,803.45	\$ 27,039.00	\$ 8,235.55	69.54%
Swim PassAdult Splash (10)	5524	\$	270.00	\$ 4,164.00	\$ 3,064.50	\$ 5,508.00	\$ 2,443.50	55.64%
Vending Concessions	5525	\$	73.75	\$ 420.93	\$ 936.89	\$ 940.00	\$ 3.11	99.67%
Swim PassAdult Fitness (10)	5526	\$	50.00	\$ 935.00	\$ 888.00	\$ 3,240.00	\$ 2,352.00	27.41%
Swim PassAdult Fitness (20)	5527	\$	178.00	\$ 2,984.50	\$ 3,347.00	\$ 5,400.00	\$ 2,053.00	61.98%
Swim Passes Summer Single	5528	\$	60.00	\$ 120.00	\$ 1,120.00	\$ 960.00	\$ (160.00)	116.67%
Swim Passes Summer Family	5529	\$	129.00	\$ 161.00	\$ 1,204.00	\$ 1,680.00	\$ 476.00	71.67%
Rental	5530	\$	43,483.93	\$ 244,195.60	\$ 340,381.22	\$ 267,769.00	\$ (72,612.22)	127.12%
Cell Tower Revenue	5535	\$	4,226.62	\$ 87,478.54	\$ 76,579.09	\$ 93,381.00	\$ 16,801.91	82.01%
Indemnity Revenue	5545	\$	-	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	0.00%
Dues	5550	\$	327.00	\$ 1,064.00	\$ 2,709.15	\$ 1,800.00	\$ (909.15)	150.51%
Activity Guide Revenue	5555	\$	1,600.00	\$ 4,800.00	\$ 8,750.00	\$ 6,000.00	\$ (2,750.00)	145.83%
Scrap Sales on Asset Disposal	5560	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Banner Income	5562	\$	-	\$ 1,180.00	\$ 1,679.50	\$ 900.00	\$ (779.50)	186.61%
Donations	5570	\$	11,408.00	\$ 89,885.36	\$ 103,659.79	\$ 92,350.00	\$ (11,309.79)	112.25%
Grant Revenue NRPA	5572	\$	-	\$ 75,000.00	\$ -	\$ -	\$ -	0.00%
Scholarships	5573	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Other/Purchase Discount Taken	5575	\$	6,151.55	\$ 45,968.44	\$ 50,373.13	\$ 34,435.00	\$ (15,938.13)	146.28%
Cash Over/Under	5580	\$	-	\$ -	\$ 18.47	\$ 96.00	\$ 77.53	19.24%
Incentive Income	5585	\$	414.87	\$ 18,377.32	\$ 19,622.88	\$ 17,075.00	\$ (2,547.88)	114.92%
Reimbursement ROPS	5600	\$	-	\$ 11,770.61	\$ 53,047.78	\$ 67,100.00	\$ 14,052.22	79.06%
Revenue		\$	257,573.51	\$ 9,597,831.30	\$ 7,137,788.56	\$ 6,990,876.00	\$ (146,912.56)	102.10%
YTD Comparison					\$ (2,460,042.74)			

Expense								
Full Time Salaries	6100	\$	165,505.59	\$ 1,828,841.30	\$ 1,743,501.93	\$ 2,075,921.00	\$ 332,419.07	83.99%
Overtime Salaries	6101	\$	1,752.00	\$ 9,709.91	\$ 10,763.39	\$ 17,162.00	\$ 6,398.61	62.72%
Car Allowance	6105	\$	462.80	\$ -	\$ 1,556.96	\$ -	\$ (1,556.96)	0.00%
Cell Phone Allowance	6108	\$	950.99	\$ -	\$ 3,014.95	\$ -	\$ (3,014.95)	0.00%
Part Time Salaries	6110	\$	43,298.96	\$ 523,554.96	\$ 517,537.76	\$ 697,693.00	\$ 180,155.24	74.18%
Retirement	6120	\$	25,471.70	\$ 493,241.92	\$ 271,971.91	\$ 360,052.00	\$ 88,080.09	75.54%
457 Pension	6121	\$	135.22	\$ 2,163.52	\$ 1,487.42	\$ 4,100.00	\$ 2,612.58	36.28%
Employee Insurance	6130	\$	14,600.75	\$ 260,267.46	\$ 236,656.95	\$ 284,963.00	\$ 48,306.05	83.05%
Workers Compensation	6140	\$	8,513.00	\$ 105,610.99	\$ 104,512.33	\$ 117,665.00	\$ 13,152.67	88.82%
Unemployment Insurance	6150	\$	-	\$ 5,329.00	\$ 8,961.75	\$ 7,500.00	\$ (1,461.75)	119.49%
Loan Pension Obligation	6160	\$	18,747.75	\$ 73,577.41	\$ 206,225.25	\$ 224,973.00	\$ 18,747.75	91.67%
OPEB Expense	6161	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
PERS Unfunded Liability	6170	\$	14,506.00	\$ -	\$ 159,566.00	\$ 174,072.00	\$ 14,506.00	91.67%

Description	Account	Period	Amount	One Year Prior	Actual	Year to Date	Budget	Budget Remaining	% of Budget Used		
Personnel			\$ 293,944.76	\$ 3,302,296.47	\$ 3,265,756.60	\$ 3,964,101.00	\$ 698,344.40	82.4%			
YTD Comparison					\$ (36,539.87)						
Communications	6200	\$	-	\$	-	\$	-	\$	0.00%		
Telephone	6210	\$	1,181.01	\$	17,608.80	\$	14,716.77	\$	4,075.23	78.31%	
Internet Services	6220	\$	502.00	\$	6,689.58	\$	5,222.00	\$	10,488.00	5,266.00	49.79%
Minor Maintenance Supplies	6310	\$	1,184.26	\$	7,272.24	\$	10,318.42	\$	15,000.00	4,681.58	68.79%
Janitorial Supplies	6320	\$	3,216.20	\$	44,358.08	\$	51,288.25	\$	46,100.00	(5,188.25)	111.25%
Kitchen Supplies	6330	\$	77.46	\$	997.45	\$	480.96	\$	1,395.00	914.04	34.48%
Food Supplies	6340	\$	119.76	\$	5,447.26	\$	5,272.36	\$	8,253.00	2,980.64	63.88%
Water Maint & Service	6350	\$	203.45	\$	1,294.91	\$	1,027.08	\$	1,320.00	292.92	77.81%
Laundry/Wash Service	6360	\$	-	\$	179.75	\$	146.95	\$	350.00	203.05	41.99%
Janitorial Services	6370	\$	-	\$	-	\$	-	\$	3,000.00	3,000.00	0.00%
Medical Supplies	6380	\$	239.05	\$	2,075.18	\$	611.59	\$	1,745.00	1,133.41	35.05%
Insurance Liability	6410	\$	18,852.25	\$	89,957.10	\$	115,328.19	\$	103,043.00	(12,285.19)	111.92%
Equipment Maintenance	6500	\$	-	\$	-	\$	-	\$	-	-	0.00%
Fuel	6510	\$	2,452.86	\$	38,553.49	\$	28,958.08	\$	48,000.00	19,041.92	60.33%
Vehicle Maintenance	6520	\$	2,564.48	\$	20,208.71	\$	23,315.87	\$	37,800.00	14,484.13	61.68%
Office Equipment Maintenance	6530	\$	-	\$	674.07	\$	192.67	\$	1,175.00	982.33	16.40%
Computer Equip Maintenance	6540	\$	-	\$	3,992.06	\$	266.65	\$	5,248.00	4,981.35	5.08%
Building Maintenance	6600	\$	-	\$	-	\$	-	\$	-	-	0.00%
Building Repair	6610	\$	2,731.19	\$	42,922.06	\$	78,401.80	\$	90,300.00	11,898.20	86.82%
Bldg Equip Maint/Repair	6620	\$	15,577.76	\$	8,820.84	\$	23,783.89	\$	25,550.00	1,766.11	93.09%
Improvements/Maintenance	6630	\$	4,564.78	\$	9,454.50	\$	24,946.53	\$	24,500.00	(446.53)	101.82%
Incidental Costs Assess	6709	\$	-	\$	15,105.02	\$	-	\$	-	-	0.00%
Grounds Maintenance	6710	\$	12,348.00	\$	43,814.35	\$	76,571.23	\$	95,180.00	18,608.77	80.45%
Parking Lot Repair Assess	6718	\$	-	\$	-	\$	-	\$	-	-	0.00%
Tree Care Assess	6719	\$	-	\$	7,723.00	\$	-	\$	-	-	0.00%
Contracted LS Services	6720	\$	-	\$	-	\$	-	\$	-	-	0.00%
Playgrnd Replacmnt Assess	6721	\$	-	\$	6,809.63	\$	-	\$	-	-	0.00%
Park Amenities Assess	6722	\$	-	\$	1,329.84	\$	30.00	\$	-	(30.00)	0.00%
Contracted Pest Control	6730	\$	-	\$	761.07	\$	-	\$	2,000.00	2,000.00	0.00%
Rubbish & Refuse	6740	\$	4,049.61	\$	49,849.88	\$	50,418.29	\$	51,100.00	681.71	98.67%
Vandalism/Theft	6750	\$	-	\$	-	\$	6,729.52	\$	4,800.00	(1,929.52)	140.20%
Memberships	6810	\$	965.42	\$	9,634.14	\$	10,833.54	\$	12,272.00	1,438.46	88.28%
Office Expense	6900	\$	-	\$	30.00	\$	-	\$	-	-	0.00%
Office Supplies	6910	\$	2,488.24	\$	17,617.78	\$	16,987.83	\$	23,897.00	6,909.17	71.09%
Postage Expense	6920	\$	97.73	\$	17,271.88	\$	23,255.61	\$	23,600.00	344.39	98.54%
Advertising Expense	6930	\$	1,331.00	\$	12,775.47	\$	8,409.32	\$	15,890.00	7,480.68	52.92%
Printing Charges	6940	\$	2,241.38	\$	11,805.68	\$	11,461.71	\$	17,516.00	6,054.29	65.44%
Bank & ActiveNet Charges	6950	\$	9,453.53	\$	39,525.80	\$	45,212.96	\$	38,020.00	(7,192.96)	118.92%
Approp Redev/Collection Fees	6960	\$	-	\$	315,488.13	\$	386,218.51	\$	373,394.00	(12,824.51)	103.43%
Minor Furn Fixture & Equip	6980	\$	27.30	\$	1,041.69	\$	3,098.83	\$	4,070.00	971.17	76.14%
Comp Hardware/Software Exp	6990	\$	299.39	\$	27,536.34	\$	5,252.36	\$	8,852.00	3,599.64	59.34%
Fingerprint Fees (HR)	7010	\$	-	\$	1,606.00	\$	919.00	\$	1,705.00	786.00	53.90%
Fire & Safety Insp Fees	7020	\$	-	\$	2,768.26	\$	665.00	\$	5,088.00	4,423.00	13.07%
Permit & Licensing Fees	7030	\$	597.92	\$	2,937.83	\$	3,288.53	\$	4,825.00	1,536.47	68.16%
State License Fee	7040	\$	-	\$	512.50	\$	220.00	\$	-	(220.00)	0.00%
Professional Services	7100	\$	-	\$	-	\$	264.00	\$	-	(264.00)	0.00%
Legal Services	7110	\$	4,439.00	\$	26,049.22	\$	42,615.67	\$	73,815.00	31,199.33	57.73%
Typeset and Print Services	7115	\$	22,171.41	\$	42,279.61	\$	48,042.60	\$	50,700.00	2,657.40	94.76%
Instructor Services	7120	\$	13,171.24	\$	149,346.16	\$	145,253.90	\$	139,186.00	(6,067.90)	104.36%
PEPS Admin Fees	7125	\$	-	\$	1,134.33	\$	1,186.06	\$	1,249.00	62.94	94.96%
Audit Services	7130	\$	-	\$	910.00	\$	6,025.00	\$	10,950.00	4,925.00	55.02%
Medical & Health Svcs (HR)	7140	\$	-	\$	2,400.00	\$	2,115.00	\$	2,500.00	385.00	84.60%
Security Services	7150	\$	248.82	\$	4,335.52	\$	4,155.60	\$	4,586.00	430.40	90.61%
Entertainment Services	7160	\$	150.00	\$	1,600.00	\$	2,056.79	\$	1,950.00	(106.79)	105.48%
Business Services	7180	\$	7,452.53	\$	64,841.30	\$	66,373.82	\$	72,268.00	5,894.18	91.84%
Umpire/Referee Services	7190	\$	520.00	\$	1,260.71	\$	1,340.00	\$	1,900.00	560.00	70.53%
Publication/Legal Notices	7200	\$	-	\$	-	\$	-	\$	-	-	0.00%
Subscriptions	7210	\$	224.20	\$	2,178.33	\$	3,555.36	\$	3,616.00	60.64	98.32%
Rents and Leases	7300	\$	-	\$	-	\$	-	\$	-	-	0.00%
Rents & Leases Equip	7310	\$	2,954.46	\$	15,836.62	\$	16,595.29	\$	31,360.00	14,764.71	52.92%
Bldg/Field Leases & Rental	7320	\$	7,409.00	\$	706.28	\$	7,477.00	\$	8,628.00	1,151.00	86.66%
Event Supplies	7410	\$	433.41	\$	958.32	\$	1,696.82	\$	1,910.00	213.18	88.84%
Supplies	7420	\$	598.30	\$	4,735.07	\$	5,205.65	\$	6,705.00	1,499.35	77.64%
Bingo Supplies	7430	\$	699.62	\$	6,785.09	\$	6,834.71	\$	7,500.00	665.29	91.13%
Sporting Goods	7440	\$	2,319.77	\$	6,214.57	\$	8,487.37	\$	10,029.00	1,541.63	84.63%
Arts and Craft Supplies	7450	\$	24.73	\$	2,102.03	\$	2,196.61	\$	3,230.00	1,033.39	68.01%
Training Supplies	7460	\$	276.85	\$	1,173.57	\$	679.82	\$	3,650.00	2,970.18	18.63%
Camp Supplies	7470	\$	-	\$	-	\$	447.51	\$	700.00	252.49	63.93%
Small Tools	7500	\$	392.10	\$	-	\$	418.59	\$	-	(418.59)	0.00%
Safety Supplies	7510	\$	870.74	\$	8,779.43	\$	9,167.19	\$	16,500.00	7,332.81	164.48%

Description	Account	Period	Amount	One Year Prior	Actual	Year to Date	Budget	Budget Remaining	% of Budget Used			
Special Department Expense	7600	\$	-	\$	-	\$	-	\$	0.00%			
Uniform Allowance	7610	\$	241.01	\$	8,903.73	\$	5,752.51	\$	11,285.00	\$	5,532.49	50.97%
Safety Clothing	7620	\$	991.84	\$	3,960.63	\$	5,758.92	\$	8,415.00	\$	2,656.08	68.44%
Transportation and Travel	7700	\$	-	\$	-	\$	-	\$	-	\$	-	0.00%
Conference and Seminar Fees	7710	\$	770.00	\$	2,455.00	\$	6,402.37	\$	15,195.00	\$	8,792.63	42.13%
Conference & Seminars Board	7715	\$	-	\$	-	\$	-	\$	-	\$	-	0.00%
Conf & Seminar Travel Exp	7720	\$	5.16	\$	3,419.57	\$	5,636.09	\$	16,784.00	\$	11,147.91	33.58%
Out of Town Travel Board	7725	\$	-	\$	-	\$	-	\$	-	\$	-	0.00%
Private Vehicle Mileage	7730	\$	201.07	\$	2,104.76	\$	2,853.66	\$	4,788.00	\$	1,934.34	59.60%
Transportation Charges	7740	\$	-	\$	390.00	\$	-	\$	1,200.00	\$	1,200.00	0.00%
Buses/Excursions	7750	\$	1,105.00	\$	9,928.66	\$	14,174.72	\$	19,320.00	\$	5,145.28	73.37%
Tuition/Book Reimbursement	7760	\$	-	\$	515.57	\$	161.00	\$	165.00	\$	4.00	97.58%
Utilities Gas	7810	\$	2,008.06	\$	19,642.39	\$	20,009.83	\$	29,693.00	\$	9,683.17	67.39%
Utilities Water	7820	\$	33,825.07	\$	596,839.21	\$	488,565.78	\$	773,876.00	\$	285,310.22	63.13%
Utilities Electric	7830	\$	15,900.21	\$	213,243.66	\$	186,493.29	\$	248,450.00	\$	61,956.71	75.06%
Awards and Certificates	7910	\$	3,222.34	\$	11,630.50	\$	14,169.12	\$	17,995.00	\$	3,825.88	78.74%
Meals for Staff Training	7920	\$	717.79	\$	4,161.85	\$	3,588.92	\$	2,800.00	\$	(788.92)	128.18%
Employee Morale	7930	\$	-	\$	1,769.91	\$	3,358.63	\$	3,450.00	\$	91.37	97.35%
COP Debt PV Fields	7950	\$	-	\$	-	\$	331.40	\$	-	\$	(331.40)	0.00%
Scholarships	8105	\$	-	\$	-	\$	-	\$	-	\$	-	0.00%
Discount Military	8110	\$	-	\$	-	\$	-	\$	-	\$	-	0.00%
Land Improvements	8200	\$	-	\$	-	\$	22.50	\$	-	\$	(22.50)	0.00%
Structures & Improvements	8300	\$	-	\$	-	\$	-	\$	-	\$	-	0.00%
Expense		\$	210,709.76	\$	2,109,041.97	\$	2,173,319.40	\$	2,730,616.00	\$	557,296.60	79.6%
YTD Comparison						\$	64,277.43					

Total Expense	\$	504,654.52	\$	5,411,338.44	\$	5,439,076.00	\$	6,694,717.00	\$	1,255,641.00	81.24%
YTD Comparison						\$	27,737.56				

Capital	8400	\$	-	\$	45,345.00	\$	41,339.16	\$	340,000.00	\$	298,660.84	12.16%
LWCF Grant	8401	\$	-	\$	186,722.90	\$	-	\$	-	\$	-	0.00%
NRPA Grant	8402	\$	-	\$	75,000.00	\$	-	\$	-	\$	-	0.00%
HCF Trail Project	8403	\$	5,831.36	\$	-	\$	13,151.28	\$	56,000.00	\$	42,848.72	23.48%
Greenfield Outdoor Fitness Equ	8404	\$	12,283.94	\$	-	\$	24,382.17	\$	30,000.00	\$	5,617.83	81.27%
HCF Grant Wildlife Programs	8405	\$	9,257.37	\$	-	\$	12,405.73	\$	33,000.00	\$	20,594.27	37.59%
Cam Grove Park	8409	\$	-	\$	-	\$	-	\$	-	\$	-	0.00%
Equip/Facility Replacement	8420	\$	-	\$	26,446.70	\$	-	\$	25,000.00	\$	25,000.00	0.00%
Capital		\$	27,372.67	\$	333,514.60	\$	91,278.34	\$	484,000.00	\$	392,721.66	18.9%
YTD Comparison						\$	(242,236.26)					

Total Expense with Capital	\$	532,027.19	\$	5,744,853.04	\$	5,530,354.34	\$	7,178,717.00	\$	1,648,362.66	77.0%
YTD Comparison						\$	(214,498.70)				

General Ledger
Statement of Revenues and Expenditures
Pleasant Valley Recreation and Park District
Fund 20 - Assessment District
May 2016 91.6%

Description	Account	Period	Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Revenue								
Interest Apport Fund	5310	\$	740.70	\$ -	\$ 1,376.65	\$ 1,238.00	\$ 138.65	111.20%
Other Interest Income	5320	\$	740.70	\$ -	\$ -	\$ -	\$ -	0.00%
Park Dedication Fees	5400	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Dividends PARDEC	5460	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Assessment Revenue	5500	\$	3,481.24	\$ 992,264.31	\$ 997,529.18	\$ 1,015,912.00	\$ 18,382.82	98.19%
Banner Income	5562	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Donations	5570	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Other/Purchase Discount Taken	5575	\$	-	\$ -	\$ 1.56	\$ -	\$ 1.56	0.00%
Cash Over/Under	5580	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Incentive Income	5585	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Reimbursement ROPS	5600	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Revenue		\$	4,962.64	\$ 992,264.31	\$ 998,907.39	\$ 1,017,150.00	\$ 18,523.03	98.21%

Expense								
Full Time Salaries	6100	\$	14,221.29	\$ -	\$ 93,220.01	\$ 97,886.00	\$ 4,665.99	95.23%
Overtime Salaries	6101	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Car Allowance	6105	\$	370.38	\$ -	\$ 1,111.30	\$ -	\$ 1,111.30	0.00%
Cell Phone Allowance	6108	\$	60.19	\$ -	\$ 180.59	\$ -	\$ 180.59	0.00%
Part Time Salaries	6110	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Retirement	6120	\$	1,723.36	\$ -	\$ 13,080.11	\$ 15,840.00	\$ 2,759.89	82.58%
457 Pension	6121	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Employee Insurance	6130	\$	959.94	\$ -	\$ 11,095.45	\$ 12,079.00	\$ 983.55	91.86%
Workers Compensation	6140	\$	540.08	\$ -	\$ 7,398.61	\$ 7,782.00	\$ 383.39	95.07%
Incidental Costs Assess	6709	\$	-	\$ -	\$ 15,348.25	\$ 27,500.00	\$ 12,151.75	55.81%
Grounds Maintenance	6710	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Parking Lot Repair Assess	6718	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Tree Care Assess	6719	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Contracted LS Services	6720	\$	33,202.40	\$ 319,892.47	\$ 326,452.46	\$ 395,900.00	\$ 69,447.54	82.46%
Playgrnd Replacmnt Assess	6721	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Park Amenities Assess	6722	\$	-	\$ -	\$ 30.00	\$ -	\$ 30.00	0.00%
Office Supplies	6910	\$	-	\$ -	\$ 30.00	\$ -	\$ 30.00	0.00%
Postage Expense	6920	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Advertising Expense	6930	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Printing Charges	6940	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Bank & ActiveNet Charges	6950	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Approp Redev/Collection Fees	6960	\$	-	\$ -	\$ 1,430.87	\$ 7,302.00	\$ 5,871.13	19.60%
COP Debt PV Fields	7950	\$	-	\$ 409,860.03	\$ 739,021.00	\$ 739,021.00	\$ -	100.00%
Land Improvements	8200	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Structures & Improvements	8300	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Capital	8400	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Equip/Facility Replacement	8420	\$	-	\$ -	\$ -	\$ -	\$ -	0.00%
Expense		\$	51,077.64	\$ 729,752.50	\$ 1,208,398.65	\$ 1,303,310.00	\$ 97,615.13	92.72%

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Amy Stewart, Recreation Services Manager

DATE: July 6, 2016

**SUBJECT: CONSIDERATION AND ADOPTION OF
RESOLUTION NO. 562 DECLARING JULY AS
PARK AND RECREATION MONTH**

RECOMMENDATION

It is recommended the Board consider and adopt the Resolution No. 562 proclaiming July as Park and Recreation Month.

BACKGROUND

Americans have celebrated National Park and Recreation Month during July since 1985. Through efforts of the National Recreation and Park Association (NRPA), the U.S. House of Representatives passed an official resolution for Park and Recreation Month in 2009. At the state level California Parks and Recreation Society (CPRS) is recognizing it as: "July is Parks Make Life Better" month. The NRPA and CPRS are encouraging its members to plan events and initiatives that will remind the community of the exciting and vital role that recreation and parks play in our lives. Staff is presenting a resolution proclaiming the month of July as Park and Recreation Month. Resolution No. 562 not only recognizes the need for parks and recreation but also draws attention to staff's dedication to work together to further health and wellness, conservation and social opportunities by providing awesome programs and events.

ANALYSIS

To celebrate the importance of recreation and parks the District is planning a variety of events to further health and wellness and is offering a \$5 off coupon for an assortment of classes and in coordination with the Camarillo Community Band, offering free concerts in the park every Thursday in July.

FISCAL IMPACT

There is no fiscal impact associated with this action.

RECOMMENDATION

It is recommended the Board consider and adopt Resolution No. 562 proclaiming July as Park and Recreation Month.

ATTACHMENTS

- 1) Resolution No. 562 (1 page)

RESOLUTION NO. 562

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
PLEASANT VALLEY RECREATION AND PARK DISTRICT
TO PROCLAIM JULY AS PARK AND RECREATION MONTH**

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including the Pleasant Valley Recreation and Park District in Camarillo; and

WHEREAS our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS Pleasant Valley Recreation and Park District recognizes the benefits derived from parks and recreation resources

THEREFORE, BE IT RESOLVED the Pleasant Valley Recreation & Park District hereby proclaims the month of July as "Park & Recreation Month" and in doing so, urges all citizens in the community of Camarillo to use and enjoy our parks and recreational opportunities.

PASSED AND ADOPTED by the Board of Directors of Pleasant Valley Recreation and Park District this 6th day of July 2016, by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

Mike Mishler, Chairman, PVRPD Board of Directors

ATTESTED:

Mark Malloy, Secretary, PVRPD Board of Directors

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER

DATE: July 6, 2016

**SUBJECT: REVIEW AND APPROVE THE FINALIZED DISTRICT
RESPONSE TO THE GRAND JURY REPORT TITLED
“CAMARILLO CONGREGATE MEAL PROGRAM”**

RECOMMENDATION

It is recommended the Board review and approve the Pleasant Valley Recreation and Park District official response to the Grand Jury Report titled “Camarillo Congregate Meal Program”.

BACKGROUND

On May 26, 2016 the Ventura County Civil Grand Jury report regarding the Camarillo Congregate Meal Program was delivered to the Pleasant Valley Recreation and Park District. The Grand Jury requests require that the Pleasant Valley Recreation and Park District respond in writing to the Findings and Recommendations contained in the report pursuant to Penal Code sections 933(c) and 933(d). Penal Code sections 933.05(a) and 933.05(b) are specific as to the format of the responses. The Penal Code also is specific about the response deadline. The District is required to submit a response within 90 days to the Presiding Judge of the Superior Court.

ANALYSIS

As required, Pleasant Valley Recreation and Park District has attached its response to the findings and recommendation of the Ventura Grand Jury report. It should be noted that the scope of the programs and resources, as well as the Strategic Plans for each organization is vastly different. Although responses are required to the findings and recommendations it is important to clarify some of the Facts which are stated within the Ventura County Grand Jury Report (Attachment 1).

Facts

FA-01. Pleasant Valley Recreation and Park District (PVRPD) provides services and programs for residents 60 years of age and older.

Clarification: As part of the mission of PVRPD we provide and maintain a full range of quality facilities and programs focused on leisure, recreational and athletic activities for

residents of the District. Facilities will support both organized activities and casual use, and will address the interests and needs of all age groups.

FA-05. “For senior programs, it collaborates with community organizations, including...”

Clarification: PVRPD provides a 4,000 square foot senior center which currently provides over 100+ programs, and receives over 76,000 senior visitors to the center per year. Since 2006 the Pleasant Valley Senior Center has seen a growth of 129% in constituents served and programs have grown at a rate over 456%. PVRPD also collaborates with many community partners not just the ones listed (Attachment 2).

FA-14. “Ten cities in the County allocate funding for senior programs through their general funds. This funding ranges from \$66.83 per senior in the City of Moorpark to \$2.36 per senior in the City of Camarillo...”

Clarification: PVRPD allocated over \$285,000 specifically from the general fund budget for senior programs, activities, and the senior center facilities specifically. In addition to these senior specific funds, PVRPD allocated over \$3.4 million within the park services operational budget and another \$1.3 million within the recreational services budget. It is hard to quantify the exact amount of general fund money spent per senior as the parks, aquatic center, and other District facilities are used by all ages including the senior population. If the District assumed that the senior community utilized these facilities in the same proportion of the general public, we could account for an additional \$1 million in senior specific funding.

Findings

FI-01. Seniors in the Camarillo area have less access to congregate meals than those in other areas of the County. (FA-09, FA-10)

Disagree PVRPD is unable to verify if Camarillo seniors have less access to congregate meals within the County however; PVRPD does partner with CHCD to provide a facility that facilitates a Senior Nutrition/Lunch Program (Home Delivery). As part of the MOU between the organizations, CHCD uses the Freedom kitchen three days per week however; PVRPD is able to accommodate that usage five days a week if CHCD has additional resources or needs that warrant the usage. Additionally, there are meals/pantry opportunities within the

Camarillo area Monday through Friday (Attachment 3).

FI-02. The CHCD receives less of the available public funding for the congregate program than other service providers in the County. It only applies for funding to cover costs of a once-a-month congregate meal. (FA-08, FA-10, FA-11)

Disagree The Finding is not fact-specific to the Pleasant Valley Recreation and Park District.

FI-03. The senior population of Camarillo has not been formally surveyed to determine its need for a five-day-a-week congregate meal program. (FA-13)

Disagree The Ventura County Area Agency on Aging (VCAAA) did perform a Community Survey (Community Snapshot) specific to Camarillo on March 18, 2015. The Community Snapshot rated “home delivered meals” as the 3rd priority and “having a meal with my friends or others like me” as the 8th priority (Attachment 4). VCAAA Master Strategic Plan for 2016-2020 did a comparison of need identified by consumers compared to professionals. Consumer groups rated “Access to nutritious food; nutrition education and counseling” as the 2nd priority while the professional groups rated “Access to nutritious food; nutrition education and counseling” as the 9th priority (Attachment 5).

FI-04. The City of Camarillo allocates limited General Fund support for senior programs when compared with other cities in the County. (FA-14)

Disagree The Finding is not fact-specific to the Pleasant Valley Recreation and Park District.

FI-05. The City of Camarillo, the Camarillo Health Care District, and the Pleasant Valley Recreation and Park District have not adequately collaborated or coordinated efforts to meet the needs of seniors in Camarillo. (FA-11, FA-19, FA-20, FA-21)

Disagree Pleasant Valley Recreation and Park District has collaborated with the Camarillo Health Care District on the following items:

- General Manager from PVRPD and District CEO from CHCD meet monthly

- PVRPD and CHCD have a current MOU for facility use (3 days per week) related to the Senior Nutrition/Lunch Program (Home Delivery)
- PVRPD and CHCD have hosted the City of Camarillo Council on Aging (CCOA) meetings

Pleasant Valley Recreation and Park District has collaborated with the City of Camarillo on the following items:

- PVRPD collaborates with CCOA on a shared facility use
- PVRPD collaborates with CCOA on the bi-annual Senior Resource Guide
- PVRPD General Manager and the City Manager meet to discuss potential projects

Recommendations

- R-01.** The Grand Jury recommends that the Camarillo City Council, in conjunction with the Camarillo Council on Aging, conduct a comprehensive formal "needs survey" to determine senior concerns, especially as related to an expanded congregate meal program. (FI-01, FI-02, FI-03, FI-04, FI-05).

Recommendation R-01 is neither warranted nor reasonable. A comprehensive, formal study has been conducted by Ventura County Area Agency on Aging (Master Strategic Plan 2016-2020) with results regarding meals, and nutrition. Conducting a "needs survey" for a restricted segment and scope would be cost-prohibitive and a duplication of services.

- R-02.** The Grand Jury recommends that the Camarillo City Council, the Board of Directors of the Camarillo Health Care District, and the Board of Directors of the Pleasant Valley Recreation and Park District establish formal and regular communication in order to formulate goals and coordinate resources to meet the needs of the senior population. (FI-05)

Recommendation R-02 is not warranted at this time as Pleasant Valley Recreation and Park District continues to work with the Camarillo Health Care District as well as the City of Camarillo. As the partnership continues, Pleasant Valley Recreation and Park District will continue to

look for meaningful ways to partner with both CHCD and the City as well as other community partners in order to meet the needs of our constituents.

FISCAL IMPACT

Currently, there is no fiscal impact to this report.

RECOMMENDATION

It is recommended the Board review and approve Pleasant Valley Recreation and Park District official response to the Grand Jury Report titled “Camarillo Congregate Meal Program”.

ATTACHMENTS

- 1) Grand Jury Report (12 pages)
- 2) PVRPD Senior Numbers (2 pages)
- 3) Meals and Pantry Locations (2 pages)
- 4) VCAAA Community Survey (6 pages)
- 5) Comparison of Needs Identified by Consumers Compared to Professionals (1 page)

Ventura County Grand Jury 2015 - 2016



Final Report

Camarillo Congregate Meal Program May 26, 2016

Camarillo Congregate Meal Program

Summary

According to California Department of Finance estimates, Ventura County (County) seniors, those 60 and older, will make up 29% of the population by 2030. The challenge today is to meet the needs of this growing segment of society.

With grants from the Federal and California (State) governments, the Ventura County Area Agency on Aging, in conjunction with service providers, manages a variety of senior programs, including the Older Americans Nutrition Program. These service providers throughout the County meet senior nutrition needs with congregate and home-delivered meal programs.

In a review of the senior nutrition programs, the 2015-2016 Grand Jury learned that although congregate meals are available to seniors five days a week throughout the County, they are only available to seniors in the City of Camarillo once a month. The Grand Jury opened an investigation into this issue by interviewing key personnel, conducting research, and reviewing State and federal legislation.

The Camarillo Health Care District and the Pleasant Valley Recreation and Park District, as well as the City of Camarillo, provide services and support for senior programs in their area. Prior to 2013, the Camarillo Health Care District and the Pleasant Valley Recreation and Park District worked together to provide senior congregate meals four days a week. With a Memorandum of Understanding, the park district provided facilities and the health care district managed the program with public funding.

Federal and State funding for nutrition services has been stagnant for several years. Providers must now contribute 10% of previous funding to cover the costs. The Grand Jury also learned that the cities in the County vary widely in their general fund support of senior programs. This support ranges from \$66.83 per senior in Moorpark to \$2.36 per senior in Camarillo.

As a result of this investigation, the Grand Jury found that the senior population of Camarillo has not been formally surveyed to determine its needs. In addition, the Camarillo Health Care District, the Pleasant Valley Recreation and Park District, and the City of Camarillo do not adequately collaborate or coordinate efforts to meet the needs of the senior population.

The Grand Jury recommends that the City of Camarillo conduct a "needs survey" of its senior population. In addition, it recommends that the City Council, the Camarillo Health Care District, and the Pleasant Valley Recreation and Park District work together to determine goals and strategies to best serve the seniors.

Background

In 1965 Congress passed the Older Americans Act which was designed to meet the needs of the country's aging population. In 1976 California (State) established the California Department of Aging and divided the State into thirty-three local "Area

Agencies on Aging". These agencies manage State and federal grants and provide programs for seniors and their caregivers. (Ref-01)

Following federal and State legislation, the Ventura County Area Agency on Aging (VCAAA) was designated as the manager of a variety of mandated senior programs, including the 1972 Older Americans Nutrition Program. This program includes home-delivered and congregate meals for seniors. (Ref-02)

The Grand Jury reviewed the availability of the congregate meal program throughout the County. Although this program is offered five days a week in ten locations of the County, it is available to seniors in the Camarillo area once a month. The Grand Jury opened an investigation into the availability of congregate meals in the Camarillo area.

Methodology

The Grand Jury conducted an investigation that included:

- Reviewing federal and State legislation related to mandated programs for seniors
- Investigating pertinent websites including VCAAA, Camarillo Health Care District, Pleasant Valley Recreation and Park District, City of Camarillo, and other cities within the County
- Reviewing the agendas and minutes of the VCAAA Advisory Council and the VCAAA Senior Nutrition Committee meetings
- Reviewing the draft of the VCAAA Master Strategic Plan 2016-2020
- Analyzing the VCAAA Nutrition Program Funding documents
- Interviewing County, City, and special district personnel

Facts

FA-01. The Camarillo Health Care District (CHCD) and the Pleasant Valley Recreation and Park District (PVRPD), as well as the City of Camarillo, provide services and programs for residents 60 years of age and older.

FA-02. As required by the Older Americans Act, the Camarillo City Council formed the Camarillo Council on Aging in 1978. A volunteer organization, it serves as an advisory body which reports to the Council on matters of concern to seniors. (Ref-03)

FA-03. The CHCD and the PVRPD are special districts which serve the residents of Camarillo. These public entities receive funds from property taxes.

FA-04. Established in 1969, the CHCD "...provides community health, wellness, and safety services." It provides a variety of services to seniors and their caregivers including home delivered meals, transportation, counseling, and adult day care, to name a few. (Ref-04)

FA-05. Established in 1962, the PVRPD "...provides quality programs, parks and facilities that can be enjoyed by everyone." For senior programs, it

collaborates with community organizations, including the Area Agency on Aging, Arthritis Foundation, Braille Institute, and the Camarillo Council on Aging. (Ref-05)

- FA-06.** The CHCD is the official "service provider" for publicly funded congregate meals managed by the VCAAA.
- FA-07.** The City of Camarillo has no formal relationship with the CHCD and the PVRPD.
- FA-08.** According to the Administration for Community Living, the congregate meal program offers meals to seniors in a social setting. It helps "...to keep older Americans healthy and prevent the need for more costly medical interventions....The program presents opportunities for social engagement, information on healthy aging and meaningful volunteer roles, all of which contribute to an older individual's overall health and well-being." (Ref-06)
- FA-09.** Congregate meal programs are offered Monday through Friday in ten County locations. The Camarillo Health Care District serves a congregate meal one day a month. (Att-01)
- FA-10.** The VCAAA and its nutrition service providers throughout the County apply for State and federal funds on a four-year cycle. Service providers responded to VCAAA's Request for Proposal for fiscal years 2016-2020. On March 9, 2016, the VCAAA Advisory Council approved these plans. Camarillo's proposal for serving a congregate meal one day per month was approved. (Ref-07)
- FA-11.** From 2005 to 2012, the CHCD and the PVRPD had a Memorandum of Understanding for serving a congregate meal to seniors four days a week. The CHCD provided staff and services; the PVRPD provided facilities. (Ref-08)
- FA-12.** According to the draft of the VCAAA Master Strategic Plan 2016-2020, Camarillo residents 60 years of age and older make up approximately 23% of the City's population compared to 18.1% in the County. (Ref-09)
- FA-13.** Although residents 60 and older comprise approximately 23% of the City's population, the Grand Jury could find no evidence that the City has conducted a recent formal comprehensive survey of this population to determine its needs.
- FA-14.** The ten cities in the County allocate funding for senior programs through their general funds. This funding ranges from \$66.83 per senior in the City of Moorpark to \$2.36 per senior in the City of Camarillo. [Note: Some senior programs in the cities are subsidized by funds from other sources.] (Att-02)
- FA-15.** As part of the process in developing its draft Master Strategic Plan 2016-2020, the VCAAA conducted a "Consumers' Survey" of County senior residents and their caregivers. Access to nutritious food ranked second only to transportation in importance to those seniors who responded. (Ref-09)

- FA-16.** Federal and State funding for the mandated nutrition programs has been stagnant. Service providers are currently responsible for 10% of the cost of the program although this amount can be met with donations "in kind".
- FA-17.** The City of Camarillo is currently in discussion with the PVRPD to allocate funds for increased services for seniors in Camarillo.
- FA-18.** The PVRPD, in conjunction with City organizations/businesses, sponsors a senior meal and movie event once a month. According to the PVRPD, seniors have been turned away because the program is so popular and resources are limited.
- FA-19.** The PVRPD 2013-2018 Strategic Plan calls for open communication with other districts in the area. According to the plan, "The District will explore partnerships with other local agencies, businesses and non-profits to expand program areas..." including those for seniors. One of the five year goals is to be "...actively engaged with strategic partners in the community." (Ref-10)
- FA-20.** The Grand Jury could find no evidence of strategic planning by CHCD.
- FA-21.** The Camarillo City Council has established goals and objectives for 2015-2016, including:
- "...to maintain effective communication with local, state and federal elected representatives and other local agencies including schools, parks and special districts."
 - "...to maintain effective communications with the community."
- (Ref-11)

Findings

- FI-01.** Seniors in the Camarillo area have less access to congregate meals than those in other areas of the County. (FA-09, FA-10)
- FI-02.** The CHCD receives less of the available public funding for the congregate program than other service providers in the County. It only applies for funding to cover costs of a once-a-month congregate meal. (FA-08, FA-10, FA-11)
- FI-03.** The senior population of Camarillo has not been formally surveyed to determine its need for a five-day-a week congregate meal program. (FA-13)
- FI-04.** The City of Camarillo allocates limited General Fund support for senior programs when compared with other cities in the County. (FA-14)
- FI-05.** The City of Camarillo, the Camarillo Health Care District, and the Pleasant Valley Recreation and Park District have not adequately collaborated or coordinated efforts to meet the needs of seniors in Camarillo. (FA-11, FA-19, FA-20, FA-21)

Recommendations

- R-01.** The Grand Jury recommends that the Camarillo City Council, in conjunction with the Camarillo Council on Aging, conduct a comprehensive formal “needs survey” to determine senior concerns, especially as related to an expanded congregate meal program. (FI-01, FI-02, FI-03, FI-04, FI-05)
- R-02.** The Grand Jury recommends that the Camarillo City Council, the Board of Directors of the Camarillo Health Care District, and the Board of Directors of the Pleasant Valley Recreation and Park District establish formal and regular communication in order to formulate goals and coordinate resources to meet the needs of the senior population. (FI-05)

Responses

Responses Required From:

Board of Directors, Camarillo Health Care District

Board of Directors, Pleasant Valley Recreation and Park District

Camarillo City Council

References

- Ref-01.** AllGov California, “Department of Aging”,
http://www.allgov.com/usa/ca/departments/health-and-human-services-agency/department_of_aging?agencyid=129 (accessed April 20, 2016).
- Ref-02.** County of Ventura California, “VCAAA Mission Statement”,
<http://www.ventura.org/vcaaa/vcaaa-mission-statement> (accessed April 20, 2016).
- Ref-03.** City of Camarillo, “Council on Aging”,
<http://www.ci.camarillo.ca.us/i3.aspx?p=16> (accessed April 20, 2016).
- Ref-04.** Camarillo Health Care District, “Our District”,
<https://www.camhealth.com/general-information/> (accessed April 20, 2016).
- Ref-05.** Pleasant Valley Recreation and Park District, Five Year Strategic Plan 2013-2018, <http://www.pvrpd.org/recreation/senior/default.asphttp> (accessed April 20, 2016).
- Ref-06.** Administration for Community Living, “Congregate Nutrition Services”,
http://www.aoa.gov/AoA_programs/HPW/Nutrition_Services/index.aspx#congregate (accessed April 21, 2016).
- Ref-07.** County of Ventura California, “Advisory Council Meetings”, Minutes March 9, 2016.
- Ref-08.** “Pleasant Valley Recreation and Park District Staff Report/Agenda Report”,

<http://www.pvrpd.org/civica/filebank/blobdload.asp?BlobID=2730>
(accessed April 21, 2016).

- Ref-09.** VCAA Master strategic Plan 2016-2020, page 27,
<http://vcportal.ventura.org/VCAA/newscenter/publications/VCAA%20Summary%20of%20the%20Draft%20FY%202016-2017.pdf> (accessed May 11, 2016).
- Ref-10.** Pleasant Valley Recreation and Park District 2013-2018 Strategic Plan, page 15, http://www.pvrpd.org/administration/about/strategic_plan.asp (accessed April 21, 2016).
- Ref-11.** City of Camarillo, "FY 2015-16 Council Goals and Objectives", <http://www.ci.camarillo.ca.us/docs/COUNCIL%20GOALS.pdf> (accessed April 26, 2016).

Attachments

- Att-01.** VCAA Senior Nutrition Program Sites 2015-2016
- Att-02.** Senior Services Funding for Ventura County Cities

Disclaimer

This report is issued by the 2015-2016 Ventura County Grand Jury. Due to a potential conflict of interest, a member of this Grand Jury was excused from participating in any aspect of the production of this report.

Glossary

<u>TERM</u>	<u>DEFINITION</u>
CHCD	Camarillo Health Care District
City	The City of Camarillo
Congregate meals	Meals taken in a public social setting
County	The County of Ventura, California
Grand Jury	The 2015–2016 Ventura County Grand Jury
“In kind”	Donations other than money
PVRPD	Pleasant Valley Recreation and Park District
Special district	A separate local government that delivers a limited number of public services to a geographically limited area; unique to California
State	The State of California
VCAAA	Ventura County Area Agency on Aging

Attachment 01

VCAAA Senior Nutrition Program Sites 2015-2016

VCAAA Senior Nutrition Program Sites 2015-2016

Contractor	Address	Congregate Program	Home-Delivered Meal Program
Camarillo Health Care District	3639 Las Posas Rd. Suite 117 Camarillo	One day per Month	Deliver frozen weekly
Conejo Recreation and Park District	Goebel Adult Community Cntr 1385 E. Janss Rd.	Monday thru Friday	None
City of Fillmore	Fillmore Senior Center 533 Santa Clara Ave	Monday thru Friday	Deliver hot daily
City of Moorpark	Moorpark Active Adult Center 799 Moorpark Ave., Moorpark	Monday thru Friday	Deliver hot daily and frozen weekly as needed
City of Oxnard	Wilson Senior Cntr, 350 N C St. Palm Vista, 801 S. C St., Oxnard	Monday thru Friday	Deliver frozen weekly or bimonthly
City of Port Hueneme	550 Park Ave., Port Hueneme	Seniors use Oxnard location	Deliver frozen weekly
City of Santa Paula	Community Center 530 W. Main St.	Monday thru Friday	Deliver hot daily
City of Simi Valley	Simi Valley Senior Center 3900 Avenida Simi, Simi Valley	Monday thru Friday	Deliver hot daily and frozen weekly as needed
City of Ventura	Avenue Adult Center 550 N. Ventura Ave, Ventura	Monday thru Friday	Deliver frozen weekly or bimonthly
HELP of Ojai	370 W. Baldwin Rd., Ojai (old Honor Farm site)	Monday thru Friday	Deliver hot daily
San Salvador Mission	San Salvador Mission 4053 Center St., Piru	Monday thru Friday	Deliver hot daily

Attachment 02

Senior Services Funding for Ventura County Cities

Senior Services Funding for Ventura County Cities

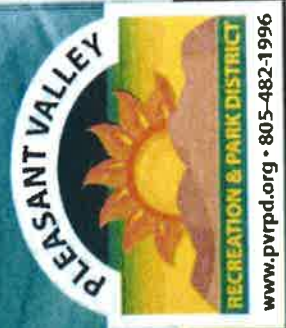
City	Agency	Budget source	Senior Funding FY '15/'16	Population T=Total S=Seniors	Funds per Senior
Camarillo	Camarillo Health Care District	General Fund Cultural Arts	\$37,000 Paid to CHCD	65,985 T 15,694 S	\$2.36
Ventura	City Parks & Rec	General Fund	Senior Center & Support service \$310,468	108,449 T 22,163 S	\$14.01
Port Hueneme	City Parks & Rec	General Fund Culture and Leisure	Grant \$15,000 Revenue Neutral	21,949T 3,709 S	\$4.04
Simi Valley	City Recreation	Community Service General Fund	Senior Services \$728,100	125,699 T 22,262 S	\$32.71
Oxnard	City Recreation	General Fund	Senior Services \$805,514	201,744 T 25,500 S	\$31.59
Moorpark	City Recreation	General Fund Active Adult Center 55+	Senior Services, including meals. \$306,693	35,033 T 4,589 S	\$66.83
Santa Paula	City Recreation	Community Services - General Fund	\$17,023 CDBG Rec Service.	29,990 T 4,439 S	\$3.83
Fillmore/ Piru	City Recreation	General Fund	Senior Nutrition & Programs \$29,435	17,281 T 2,369 S	\$12.43
Thousand Oaks	Community Services	General Fund	Senior Services \$375,567	128,126 T 29,040 S	\$12.93
Ojai/ Mira Monte	Help of Ojai Non-Profit Senior Services	Contributors	City of Ojai gave \$46,000 in Posted IRS filing	28,681T 7,573 S	\$6.07

Sources: VCAA Strategic Plan 2016-2020, page 27 (Ref-09) and city website

Pleasant Valley Senior Center Participants

Increase of 129%

Total Annual Participants

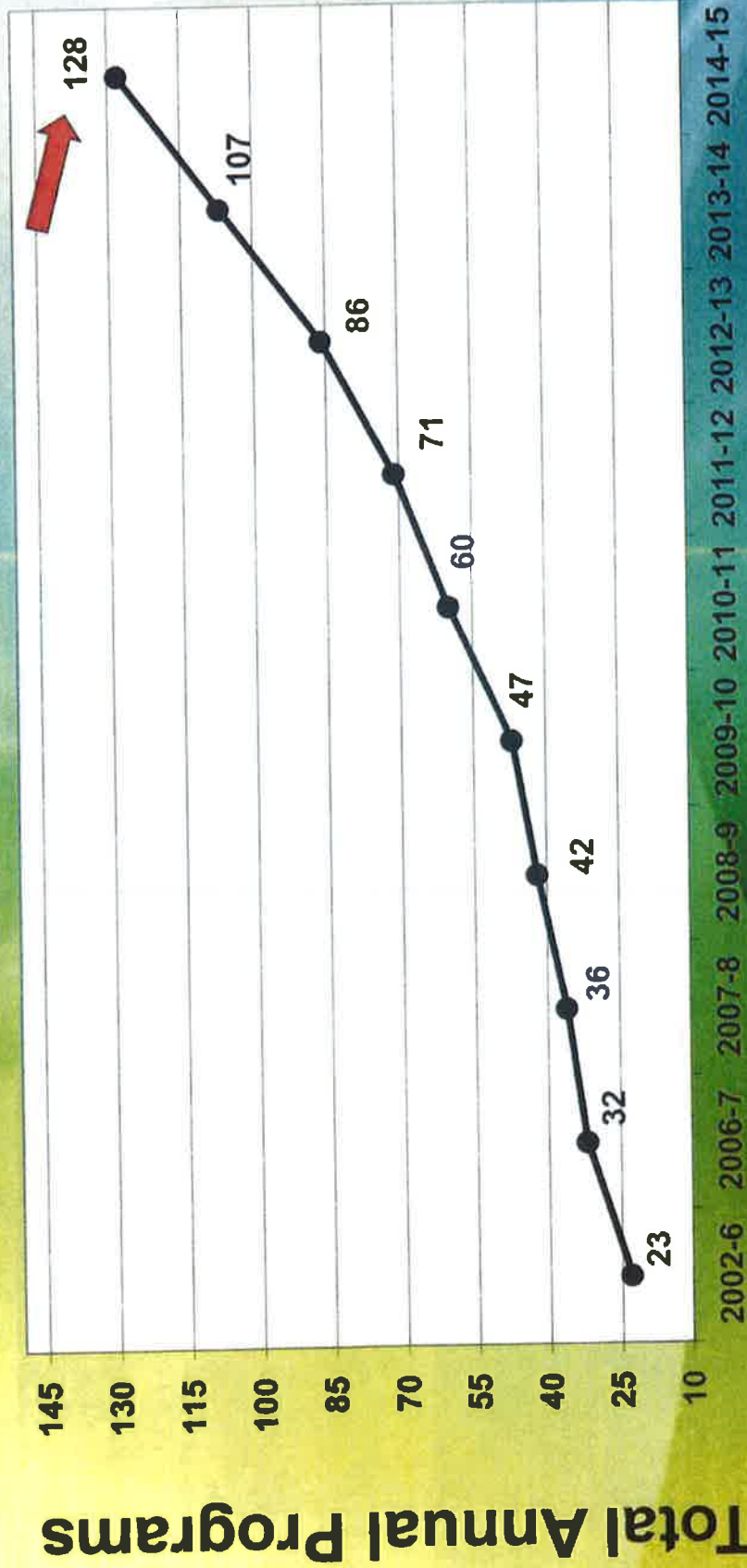


Fiscal Years

www.pvrpd.org (805) 482-4881

Pleasant Valley Senior Center Programs

Increase of 456%



Fiscal Years



www.pvrpd.org (805) 482-1996

Meals and Pantry Locations

CAMARILLO AREA RESIDENTS—2016

Notes	Mon	Tue	Wed	Thu	Fri
(M) = Meal (P) = Pantry * Call for criteria	St. Mary Magdalen 5-6:15 pm (M)	Seventh Day Adventist 4-6 pm (P)	Jubilee Church 12:30 -1:30 pm * (P) application required	Pleasant Valley Senior Center \$5 noon - 55+ Trinity Presbyterian 5-6:30 pm (M)	American Legion \$10 6 pm (M) Camarillo Community Church 2-6:45 pm (P) by appt.
<u>Additional Options:</u>	St. Mary Magdalen 5-6:15 pm (M)	Project Hope * 5:30-6:30 (P) 2nd Tues Seventh Day Adventist 4-6 pm (P) Somis Pantry 1-4 pm (P) call ahead	Jubilee Church 12:30 -1:30 pm * (P) application required	Trinity 5-6:15pm (M) (P)	American Legion \$10 6 pm (M) Camarillo Community Church 2-6:45 pm (P) by appt.
<u>Shop Ahoy</u> 236-1267 available to deliver groceries	St. Mary Magdalen 5-6:15 pm (M)	Seventh Day Adventist 4-6 pm (P)	Jubilee Church 12:30 -1:30 pm * (P) application required	Apple-A-Day Cafe (M) \$3 donation 11:30 Trinity Presbyterian 5-6:30pm (M)	American Legion \$10 6 pm (M) Camarillo Community Church 2-6:45 pm (P) by appt.
<u>Smile on Seniors (M)</u> Chabad of Camarillo One meal a month; dates vary each month	St. Mary Magdalen 5-6:15 pm (M)	Project Hope * 5:30-6:30 (P) 4th Tues Seventh Day Adventist 4-6 pm (P)	Jubilee Church 12:30 -1:30 pm * (P) application required	Trinity Presbyterian 5-6:30 pm (M)	American Legion \$10 6 pm (M) Camarillo Community Church 2-6:45 pm (P) by appt.
	St. Mary Magdalen 5-6:15 pm (M)	Seventh Day Adventist 4-6 pm (P)	Jubilee Church 12:30 -1:30 pm * (P) application required	Trinity Presbyterian 5-6:30 pm (M)	American Legion \$10 6 pm (M) Camarillo Community Church 2-6:45 pm (P) by appt.

See reverse for more details
1/2016

Please contact organization or church for detailed information about their program.

American Legion (Friday, 6:00pm, \$10) 7 Veterans Way, Camarillo, 482-3916 Open to Public

Apple-A-Day Café - Camarillo Health Care District(3rd Thursday 11:30am-, \$3 suggested donation)
3639 E. Las Posas Road, Suite F160/161, Camarillo, CA 93010, 388-1952, ext 100

Camarillo Community Church Food Pantry (Friday 2:00pm-6:45pm – by appointment)
379 Mobil Ave, Camarillo, CA 93010, 402-3887

Camarillo Health Care District, Produce Day, in partnership with FOOD Share
2nd Thursday 11am –1 pm)
3639 E. Las Posas Road Camarillo CA 93010 388-1952 ext 100

Pleasant Valley Senior Center (1st Thursday, Noon, \$5) 55+
1605 Burnley St., Camarillo, CA 93010, 482-4881

FOOD Share 4156 Southbank Rd, Oxnard, CA 93036, 983-7100

Jubilee Church Food Pantry (Wednesday 12:30-1:30pm) Application required
1169 Calle Suerte, Camarillo, CA 93012, 482-5424

Project Hope, St. Columba's Episcopal Church (2nd & 4th Tuesday, 5:30pm-6:30pm)
Camarillo Residents only; Low income
1251 Las Posas Rd., Camarillo, CA 93010, 482-8831

Seventh Day Adventist Food Pantry (Tuesday 4:00-6:00 pm,) For those in need
3975 E. Las Posas Road, Camarillo, CA 93010, 482-4632

Shop Ahoy 236-1267

Shop Ahoy volunteers shop weekly at local Vons stores and then deliver groceries to homes. Groceries are paid for at each individuals expense.

Smile on Seniors

Chabad Jewish Center of Camarillo, Rabbi Yosef Muchnik 5800 Santa Rosa Rd., Ste. 112, 383-7882
Monthly events—call for details

Somis Pantry at Faith Baptist Church (Tuesday, 1:00pm-4:00pm)
3300 West. St, Somis, CA 93066, 818-634-9243 Please call ahead

Spirit of Camarillo-Many Meals of Camarillo (Monday 5:00pm-6:30pm)
St. Magdalen Church Hall, Crestview at Las Posas Road, Camarillo, CA 93010, 388-8742

Spirit of Camarillo-Many Meals of Camarillo (Thursday 5:00pm-6:30pm)
Trinity Presbyterian Church Hall, 2304 Antonio Ave., Camarillo, CA 93010, 384-0414

1/2016



VCAAA

Community Survey

Initial Report

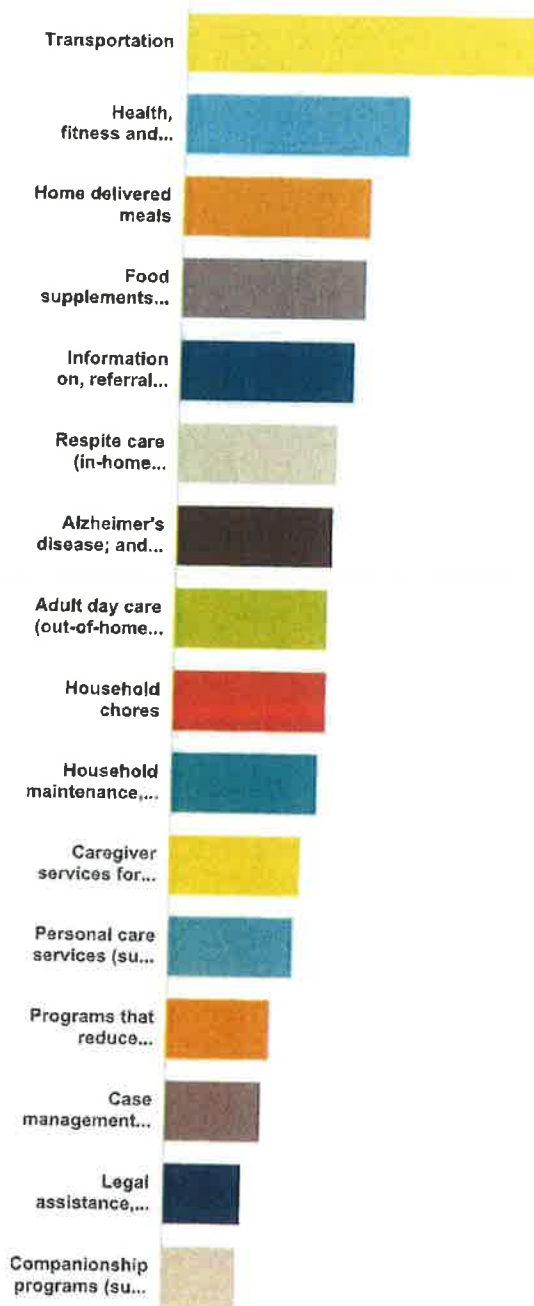
Camarillo Data

March 18, 2015

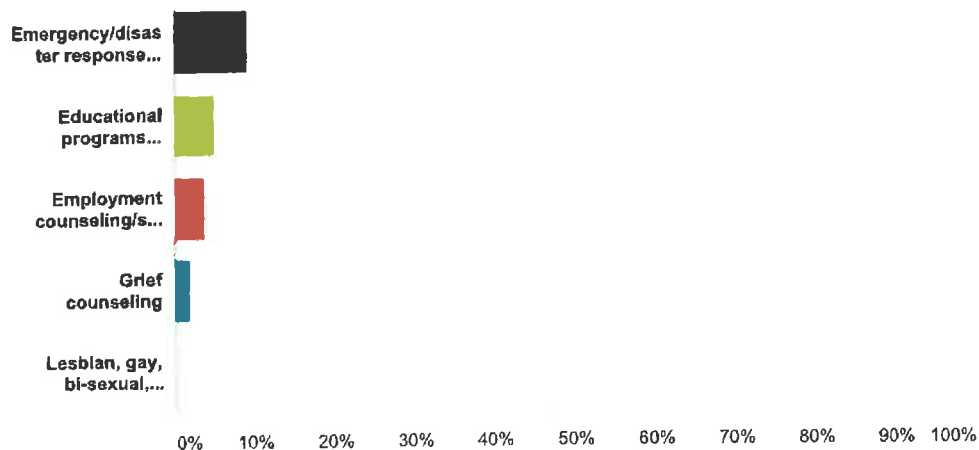
VCAAA Community Snapshot

Q21 In the next 10 years, what do you think the THREE (3) MOST IMPORTANT services will be for Ventura County seniors and persons with disabilities? In other words, if funding is limited, what are the three most important services we should help to provide?

Answered: 255 Skipped: 0



VCAAA Community Snapshot



Answer Choices	Responses	
Transportation	44.31%	113
Health, fitness and recreation programs	28.24%	72
Home delivered meals	23.53%	80
Food supplements (people will need food)	23.14%	59
Information on, referrals for, and how to access services for aging and/or adults with disabilities	21.96%	56
Respite care (in-home services)	20.00%	51
Alzheimer's disease; and related dementia	19.61%	50
Adult day care (out-of-home care)	19.22%	49
Household chores	19.22%	49
Household maintenance, modifications, residential repairs	18.43%	47
Caregiver services for unpaid caregivers (case management, counseling, support groups, training, etc.)	16.47%	42
Personal care services (such as assistance with bathing, dressing, etc.)	15.69%	40
Programs that reduce isolation and loneliness (telephone support, etc.)	12.94%	33
Case management services for older adults/persons with disabilities	12.16%	31
Legal assistance, prevention of elder/finance abuse	9.80%	25
Companionship programs (such as friendly visiting)	9.41%	24
Emergency/disaster response system	9.02%	23
Educational programs (managing finances, optimal aging, etc.)	5.10%	13
Employment counseling/services for older adults and persons with disabilities	3.53%	9
Grief counseling	1.96%	5
Lesbian, gay, bi-sexual, transgender issues unique to aging adults	0.00%	0

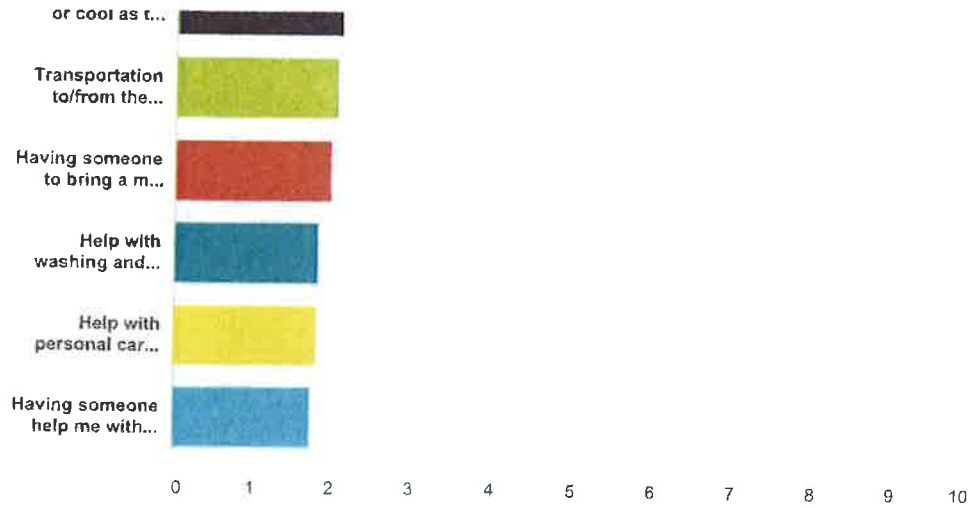
VCAAA Community Snapshot

Q28 How important are the following items to help keep you where you are right now, that is, to help you maintain your current lifestyle? Please rate your answer: 4 = VERY important; 3 = Somewhat important; 2 = A little important; 1 = NOT important

Answered: 255 Skipped: 0



VCAAA Community Snapshot



	Very important	Somewhat important	A Little Important	Not Important	Total	Weighted Average
Knowing what services are available and how to access them	71.03% 179	19.44% 49	3.97% 10	5.56% 14	252	3.56
Someone to protect my rights, safely, property and dignity	41.70% 103	18.62% 46	16.19% 40	23.48% 58	247	2.79
Preventing falls and other accidents	38.68% 94	19.34% 47	16.05% 39	25.93% 63	243	2.71
Exercising with others like me	30.08% 74	28.05% 69	20.73% 51	21.14% 52	246	2.67
Someone to call when I feel threatened or taken advantage of	34.15% 84	22.76% 56	15.04% 37	28.05% 69	246	2.63
Transportation to the grocery store, doctor's office, pharmacy or other errands	36.00% 90	20.00% 50	12.40% 31	31.60% 79	250	2.60
Help with repairs and maintenance of my home or yard	35.08% 87	19.35% 48	15.32% 38	30.24% 75	248	2.59
Having a meal with my friends or others like me	29.03% 72	26.61% 66	16.53% 41	27.82% 69	248	2.57
Having someone to talk to when I am lonely	27.82% 69	25.81% 64	18.95% 47	27.42% 68	248	2.54
Help keeping my home clean	32.40% 81	19.60% 49	16.00% 40	32.00% 80	250	2.52
A senior center that is close to my home	28.98% 71	22.45% 55	19.59% 48	28.98% 71	245	2.51
Taking part in fun activities (such as crafts, music, games) with others like me	24.49% 60	28.98% 71	18.78% 46	27.76% 68	245	2.50
Help making choices about future medical care and end of life decisions	27.53% 68	25.51% 63	16.60% 41	30.36% 75	247	2.50
Information or help applying for health insurance or prescription coverage	27.16% 66	22.63% 55	18.11% 44	32.10% 78	243	2.45
Information on how to eat healthy	17.34% 43	26.61% 66	22.58% 56	33.47% 83	248	2.28

VCAAA Community Snapshot

Modifications to my home so that I can get around safely	22.04% 54	18.78% 46	20.41% 50	38.78% 95	245	2.24
Keeping warm or cool as the weather changes	17.34% 43	20.16% 50	18.94% 42	45.56% 113	248	2.09
Transportation <u>to/from</u> the senior center	17.07% 42	18.29% 45	16.67% 41	47.97% 118	246	2.04
Having someone to bring a meal to me in my home	15.38% 38	14.98% 37	19.84% 49	49.80% 123	247	1.96
Help with washing and drying my laundry	13.93% 34	13.11% 32	13.93% 34	59.02% 144	244	1.82
Help with personal care or bathing	14.23% 35	12.20% 30	14.23% 35	59.35% 146	246	1.81
Having someone help me with my prescription medicine	11.48% 28	12.70% 31	14.34% 35	61.48% 150	244	1.74

Comparison of Needs Identified by Consumers Compared to Professionals

The survey sent to consumers and professionals asked to them to prioritize the current and projected needs of older adults and their unpaid, informal caregivers. For planning purposes, VCAAA will be focusing on the long-term projected needs (through 2030) expressed by the consumer responders. It is interesting to note the different priority of needs stated by the two groups, as shown in the table below. The most obvious explanation for the differences is the professionals are familiar with and work with individuals who have immediate need for services. In contrast, consumer responders may have no experience seeking assistance or services but can project those needs based upon their own experience. Priorities of both groups are important and will be considered in the planning process. That being stated, VCAAA is mandated to give priority to addressing the needs of the consumers.

TIME FRAME: 2016-2030 AREAS OF NEED	PRIORITIES	
	CONSUMERS	PROFESSIONALS
TRANSPORTATION: Local and out-of-area for trips.	1	6
FOOD: Access to nutritious food; nutrition education and counseling.	2	9
HEALTH, FITNESS AND RECREATION PROGRAMS AND FALL PREVENTION	3	12
FAMILY CAREGIVER SERVICES	4	4
INFORMATION AND REFERRAL	5	16
HOME AND LIFESTYLE: Help with tasks to enable a person to age-in-place and maintain lifestyle.	6	5
PERSONAL CARE: Help with grooming, dressing, feeding, etc.	7	8
CASE MANAGEMENT	8	13
SOCIALIZATION: Programs to prevent isolation, loneliness and that support companionship.	9	14
DISASTER/EMERGENCY PREPAREDNESS	10	
RIGHTS AND SAFETY: Protection of rights, property and dignity; personal safety; prevention of elder abuse.	11	11
EDUCATION: Opportunities for lifelong learning.	12	
EMPLOYMENT: Counseling and services to find employment.	13	
HEALTH & LONG-TERM CARE INSURANCE: Information on/help with applying for health insurance or prescription coverage. Access to affordable health insurance and long-term care insurance.		7
HEALTH CARE: Affordable health and medical services.		2
HOUSING: Affordable housing; rent subsidy for low-income seniors; programs to prevent or cease homelessness of older adults.		1
LONG-TERM CARE: Access and availability of locally affordable long-term care facilities, including facilities dedicated to Alzheimer's patients.		3

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: July 6, 2016

**SUBJECT: CONSIDERATION AND APPROVAL OF RESOLUTION
NO. 563, UPDATING AUTHORIZED SIGNATURES FOR
WIRE TRANSFERS WITH VENTURA COUNTY
TREASURY POOL**

RECOMMENDATION

It is recommended the Board of Directors consider and approve Resolution No. 563 for Ventura County Treasury Pool updating signatures as to who is authorized to sign and/or authorize wire transfers for Pleasant Valley Recreation and Park District.

BACKGROUND

At the November 5, 2015 Board meeting the Board approved Resolution No. 550 authorizing the District to invest District funds with the Ventura County Treasury Pool. The Ventura County Pool requires an annual board approved document or resolution identifying who is authorized to sign and/or authorize wire transfers for Pleasant Valley Recreation and Park District. This resolution along with the Signature Authorization Form for Local Agencies for fiscal year 2016-2017 must be completed and returned to the Auditor-Controller Office by July 29, 2016.

ANALYSIS

The Ventura County Auditor-Controller Office requires any agency that uses the Ventura County Financial Management System (VCFMS) to record financial information or invests in the County's Treasury Pool to update the Signature Authorized Form for Local Agencies for fiscal year 2016-2017. This form must be accompanied by board resolution or other board approved documentation identifying specific individuals or positions. The resolution states that Mary Otten - General Manager, Leonore Young - Administrative Services Manager and Mike Mishler - Board Chair are authorized signatures.

FISCAL IMPACT

No fiscal impact with this Board action.

RECOMMENDATION

It is recommended the Board of Directors consider and approve Resolution No. 563 for Ventura County Pool updating signatures as to who is authorized to sign and/or authorize wire transfers for fiscal year 2016-2017 for Pleasant Valley Recreation and Park District.

ATTACHMENTS

- 1) Resolution No. 563 (2 pages)

RESOLUTION NO. 563

**RESOLUTION OF THE BOARD OF DIRECTORS
PLEASANT VALLEY RECREATION AND PARK DISTRICT
UPDATING AUTHORIZED SIGNATURES
FOR WIRE TRANSFERS OF DISTRICT FUNDS
IN THE VENTURA COUNTY TREASURY POOL**

WHEREAS, California Government Code Section 53684 allows the Administrative Services Manager, with consent of the County Treasurer-Tax Collector, to deposit the excess District funds in the County Treasury Pool for the purpose of investment by the County Treasurer-Tax Collector; and

WHEREAS, the existing District Investment Policy adopted on April 1, 2015, authorizes the investment of excess District funds in county investment pools; and

WHEREAS, the Administrative Services Manager has determined that the deposit of excess District funds in the Ventura County Treasury Pool in accordance with Section 53684 of the California Government Code is in the best interest of the Pleasant Valley Recreation and Park District; and

WHEREAS, Resolution No. 550 was passed on November 5, 2015 authorizing and requesting the investment of excess funds in the Ventura County Treasury Pool; and

WHEREAS, the Ventura County Auditor-Controller Office requires any agency that uses the Financial Management System to record financial information or invest in the County's Treasury Pool to update the Signature Authorized Form for Local Agencies for fiscal year 2016-2017; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Pleasant Valley Recreation and Park District as follows:

1. The following Pleasant Valley Recreation and Park District officers or their successors in office shall be authorized to sign or order the deposit or withdrawal of funds in the Ventura County Treasury Pool:

Mary Otten, General Manager; and
Leonore Young, Administrative Services Manager; and
Mike Mishler, Board Chair

PASSED AND ADOPTED by the Board of Directors of Pleasant Valley Recreation and Park District this 6th day of July 2016, by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

Mike Mishler, Board Chair
PLEASANT VALLEY RECREATION
AND PARK DISTRICT

Attested:

Mark Malloy, Secretary
PLEASANT VALLEY RECREATION
AND PARK DISTRICT

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: July 6, 2016

SUBJECT: CONSIDERATION AND ADOPTION OF RESOLUTION NO. 564, NOMINATING DIRECTOR MIKE MISHLER TO FILL THE TERM OF 1/1/2015 – 1/1/2019 FOR THE ALTERNATE SPECIAL DISTRICT MEMBER OF THE VENTURA LOCAL AGENCY FORMATION COMMISSION

RECOMMENDATION

It is recommended the Board adopt Resolution No. 564, nominating Director Mike Mishler to fill the term for the alternate special district member of the Ventura Local Agency Formation Commission (LAFCo).

BACKGROUND

The term of one of the two special district members of LAFCo, held by Bruce Dandy expires on January 1, 2017. The rules and regulations of Government Code §56332 provide that when a LAFCo special district member completes his/her term of office, the alternate special district member shall automatically become a special district regular member of LAFCo for a new four-year term. Thus, based on the Ventura County Independent Special District Selection Committee (VCISDSC) Rules and Regulations, an alternate commissioner will become a regular member starting a new four-year term on January 1, 2017. As such, it is necessary to select a special district alternate member whose term will expire on January 1, 2019. Because special district alternate members automatically become regular members upon the completion of a regular member's term of office, the new alternate member likely will become a regular member on January 1, 2019 when the term of Commissioner Elaine Freeman expires.

ANALYSIS

The Rules and Regulations of VCISDSC provide that when a LAFCo special district member completes his/her term of office, the alternate special district member automatically becomes a special district regular member of LAFCo for a new four-year term. When the existing alternate member becomes a regular member, there is a need to select an alternate member. Based on Government Code §56332 and the VCISDSC Rules and Regulations, LAFCo has determined that a meeting of the VCISDSC for the purpose of selecting a special district alternate member is not feasible due to the likelihood that a quorum will not be achieved. Both the nominating process and the election itself will be conducted by mail and some special districts have consented to conducting the election via electronic mail.

LAFCo is encouraging special districts to participate in this election process. If the Board decides to nominate a Board member to be a candidate for the LAFCo special district holding an alternate member seat, the VCISDSC Rules and Regulations provide the following:

1. The Board may nominate only one (1) candidate.
2. The nomination specifying the name of the nominee must be by a written resolution approved by a majority of the Board.
3. The nominating resolution and a candidate's statement or resume of no more than one (1) page must be returned to Kai Luoma, Executive Officer at Ventura LAFCo via certified mail.

The deadline for submitting nominating resolutions and candidate statements/resumes is 5:00p.m., Friday, August 12, 2016. Any nomination that does not comply with the VCISDSC requirements or is submitted after the deadline will not be considered.

General Information about LAFCo including information about the current Commission and terms of office is available at the Ventura LAFCo web site at www.ventura.lafco.ca.gov. Special district alternate members of LAFCo can participate fully in LAFCo proceedings, but they cannot vote except in the absence of, or due to the abstention of, one of the two special district regular members. In addition, special district members who vacate their position on the board of the special district automatically vacate their LAFCo position.

Alternate members are expected to attend all LAFCo meetings. There are approximately 10 regular LAFCo meetings each year with special meetings scheduled as necessary. Regular LAFCo meetings start at 9:00am on the third (3rd) Wednesday of each month, except for June, when the Commission's regular meeting is scheduled for the second (2nd) Wednesday of the month. The Commission is typically dark in August and December.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

It is recommended the Board adopt Resolution No. 564, nominating Director Mike Mishler to fill the term 1/1/2015-1/1/2019 for the alternate special district member of the Ventura Local Agency Formation Commission.

ATTACHMENT

- 1) Resolution No. 564 (2 pages)

RESOLUTION NO. 564

**RESOLUTION OF THE BOARD OF DIRECTORS
THE PLEASANT VALLEY RECREATION AND PARK DISTRICT
NOMINATING DIRECTOR MIKE MISHLER TO FILL
THE TERM OF 1/1/2015 – 1/1/2019 FOR THE
ALTERNATE SPECIAL DISTRICT MEMBER OF
THE VENTURA LOCAL AGENCY FORMATION
COMMISSION**

WHEREAS, the Executive Officer of the Ventura Local Agency Formation Commission (LAFCo) has notified the District of an anticipated vacancy on LAFCo for an alternate member representing the independent special districts in Ventura County to fill the term from 1/1/2015 to 1/1/2019, and has issued a call for nominations to be submitted in writing pursuant to California Government Code Section 56332(c); and

WHEREAS, the Ventura County Independent Special District Selection Committee has adopted Rules and Regulations concerning vacancies on LAFCo and the time for consideration of candidates for appointment; and

WHEREAS, the Rules and Regulations of the Ventura County Independent Special District Selection Committee require that nominations shall be by resolution and candidates nominated shall submit a resume or candidate statement; and

WHEREAS, at the time and in the manner required by law, the Pleasant Valley Recreation and Park District met on June 23, 2016 to consider the call for nominations by the LAFCo Executive Officer;

NOW, THEREFORE, BE IT RESOLVED by the Pleasant Valley Recreation and Park District as follows:

- 1) Director Mike Mishler is hereby nominated to fill the anticipated vacancy in the term beginning 1/1/2015 and expiring 1/1/2019 as the alternate member of the Ventura LAFCo representing independent special districts in Ventura County.
- 2) The General Manager shall transmit a signed copy of this Resolution and a copy of the resume or candidate statement for Director Mike Mishler to the Ventura LAFCo Executive Officer.

PASSED AND ADOPTED by the Board of Directors of Pleasant Valley Recreation and Park District this 6th day of July 2016, by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Mike Mishler, Chairman, Board of Directors
PLEASANT VALLEY RECREATION
AND PARK DISTRICT

Attested:

Mark Malloy, Secretary
PLEASANT VALLEY RECREATION
AND PARK DISTRICT

PLEASANT VALLEY RECREATION AND PARK DISTRICT STAFF REPORT / AGENDA REPORT

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: July 6, 2016

SUBJECT: CONSIDERATION AND ADOPTION OF RESOLUTION NO. 565 FOR FISCAL YEAR 2016-2017 FINAL BUDGETS

RECOMMENDATION

After a public hearing on the Proposed Fiscal Year 2016-2017 Operating Budget, Capital Improvement Program, and Assessment District Budget for the Pleasant Valley Recreation and Park District is conducted, the Board should consider adopting Resolution No. 565 for the Fiscal Year 2016-2017 Operating Budget, Capital Improvement Program and Assessment District Budget.

BACKGROUND

On May 5th, May 12th and May 26th, Pleasant Valley Recreation and Park District held public workshops on the Proposed Budgets totaling approximately \$7.0 million for the General Fund Budget and \$1.3 million for the Assessment District Budget. The public received notice of these workshops through the posting of agendas.

The proposed operating budgets for FY 2016-2017 strive to continue to move the Pleasant Valley Recreation and Park District along the path of fiscal sustainability. The budgets are presented as balanced. The budget workshops provided the Board and staff the opportunity to address any concerns and questions from the public. The budget workshops allowed the Board an opportunity to review and provide additional comments before adoption of the budgets.

At the conclusion of the workshops, the Preliminary Budgets were presented and approved by the Board at the June 1, 2016 Regular Board Meeting as required by Public Resources Code 5788. Also, per Public Resources Code 5785.1(b), the notice of a public hearing was posted on June 15, 2016 in the *Ventura County Star*. The notice served to announce the public hearing on adoption of the final budget at this meeting. The Board has until August 30, 2016 to adopt a final budget as required by Public Resource Code 5788.5.

As a budgeting goal, staff was challenged with keeping the expenditures equal to or less than the FY 2015-2016 mid-year budget adjustments. Staff is presenting a balanced budget at \$7,063,301 for the General Fund and \$1,321,973 for the Assessment District as it relates to revenues and operational expenses (*Personnel and Services & Supplies*). Revenue exceeds expenditures by a total of \$9,705 for the General Fund and \$104,771 for the Assessment District of the proposed budget.

The major lay out changes in the fiscal year 2016-2017 budget include the following:

- Consolidation from 32 individual budgets to 11 individual budgets:
 - Aquatics (301) consolidated Pool Parties and Swim Classes
 - Sports (310) consolidated Adult Softball/Basketball, Tournaments and Open Play
 - Contract and Facilities (315) consolidated Skate Park, Sports Facilities, Sports Clinics, Contract Operators and Co-Op
 - Classes (320) consolidated Contract Classes, Camp Funtastic, Staff Taught and Adaptive Programs
 - Senior Special Events (350) consolidated Rummage Sale, Senior Excursions, Movie Lunch and 50+ Expo
 - Senior Center (370) consolidated Programs and Bingo
 - Recreation Admin/Special Events (503) consolidated Christmas Parade, Halloween, Eggstravaganza, Movies in the Park, Summer Camp Out, Breakfast with Santa and Miscellaneous Special Events

Changes in budget expense line items:

- Moving Call Out and Emergency Call Out to the Overtime expense line item
- Creating a Cell Phone and Auto Allowance expense line item
- Consolidating Medical Supplies (6380) to Safety Supplies (7510)
- Conference and Travel expense broken out by Staff and Board (7710 and 7715)
- Creation of Reserve Funds line items (7950 through 7975)

Changes to the Administration/District Wide budget include the increase to the CalPERS Unfunded Liability of \$27,590 and an increase in Workers Compensation by \$70,568 (based on current wages). The following services have also increased: ActiveNet fees by \$12,000 as well as Internet Services of \$33,648 to include additional maintenance for servers, firewall maintenance, internet upgrade and reclassification of Computer Maintenance and Granicus Web Hosting. With the creation of the reserve fund line items, the District was able to place \$121,000 in the "reserve line items" for designated projects or funding classifications. These designated line items for FY 2016-2017 are Reserve Dry Period and Reserve Designated Project.

The following personnel changes are being requested: 1) re-class of the Aquatics Program Coordinator to Recreation Supervisor, 2) move two part-time year round staff to full time, 3) add a part-time year round Lead Park Ranger, and 4) add a Lead worker for Customer Service. The

Position Allocation Report has been updated to reflect the changes to the Full Time and Part Time Year Round positions.

ANALYSIS

The analysis is comparative from the Approved FY 2015-2016 Operating Budget. The following items should be noted when reviewing the budget:

1. The preliminary General Fund budget contains an overall increase in revenue of \$82,226 which reflects an increase in Tax Apportionment of \$114,221 a decrease in Public Fees of \$16,298 and a \$15,475 decrease in Incentive Income. The District was advised by CAPRI not to budget for a refund as that is not guaranteed revenue.
2. Total revenues available are \$7,073,006 and total operating expenditures are \$7,063,301 which equates to revenue exceeding expenditures by \$9,705.
3. Personnel expenditures have increased by \$235,259 in comparison to the FY 2015-2016 due to the following items: 1) CalPERS unfunded liability of \$201,662, 2) reclassification of position mentioned above, 3) mandated minimum wage increase, and 4) increase in Workers Compensation expense.
4. Services and Supplies have increased \$133,325 from the original budget due to: 1) increase for ActiveNet charges of \$12,000, 2) election cost of \$34,000, 3) internet line item increasing by \$33,648 in comparison to what was budgeted in FY 2014-2015 Budget and 4) reserve line items of \$121,000 to include: Dry Period Reserves and Special Project. In summary, the Internet increases are due to reclassification of the Computer Maintenance line item, the Web Hosting line item, Internet Upgrade and Maintenance on the District servers as well as the firewalls which are new expenses.

The analysis for the Assessment District is as follows:

1. Revenue has increased \$89,168 due to Assessment District parcel tax increasing along with an increase in the carry over amount.
2. Personnel has increased \$2,836 due to an increase in workers' compensation and retirement benefits.
3. Services and Supplies of which \$15,827 is due to the increase of the COP Debt Service payment for PV Fields along with an increase in the Landscape Contract.

Capital Improvement Program (CIP) Budget:

The Pleasant Valley Recreation and Park District developed a Five Year Capital Improvement Plan. The document was designed to provide the Board of Directors information regarding short and long term capital projects for improvements and future infrastructure needs. Quimby Funds, which are fees that are received from developers in lieu of land, may only be used for developing new parks/recreation facilities or rehabilitating existing neighborhood or Community Park/Recreational Facilities. The CIP budget which will derive its funds from Quimby and/or Capital include the following 11 projects for FY 2016-2017 with a combined total of \$547,990.

The Capital Outlay projects are:

- a. Replacement Truck
- b. Phone System
- c. Poster Machine
- d. Website Updates
- e. General Plan / Needs Assessment
- f. Charter Oaks Windrow
- g. Portable Stage Floor
- h. PV Parking Lot Slurry
- i. Camarillo Grove Parking Lot
- j. Bob Kildee Tree Removal (Eston Street)
- k. Bob Kildee Parking Lot

FISCAL IMPACT

There have been no changes made to the budget from the Preliminary Budget approved on June 1, 2016 to the final budgets being presented on July 6, 2016; therefore there is no fiscal impact.

RECOMMENDATION

It is recommended that the Board of Directors adopt Resolution No. 565 Fiscal Year 2016-2017 Final Budgets for the Pleasant Valley Recreation and Park District.

ATTACHMENTS

- 1) FY 2016-2017 Final Budgets Summary Sheets (12 pages)
- 2) Resolution No. 565 (1 page)
- 3) FY 2016-2017 Position Allocation Report (2 pages)

General Ledger
District Wide Budget Summary
Pleasant Valley Recreation and Park District
Fiscal Year 2016-2017

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
	Revenue					
5110	Tax Apport Cur Year Secured	\$ 5,711,055.00	\$ 5,825,276.00	\$ 5,825,276.00	\$ 5,825,276.00	\$ 5,825,276.00
5240	Supplemental Assessment Roll	\$ 168.00	\$ -	\$ -	\$ -	\$ -
5310	Interest Apport Fund	\$ 5,573.00	\$ 17,364.00	\$ 17,364.00	\$ 17,364.00	\$ 17,364.00
5460	Dividends CAPRI Prior Years	\$ 14,200.00	\$ 11,477.00	\$ 11,477.00	\$ 11,477.00	\$ 11,477.00
5506	Park Patrol Citations	\$ 900.00	\$ 3,520.00	\$ 3,520.00	\$ 3,520.00	\$ 3,520.00
5507	Plan Check Fee	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
5510	Public Fees	\$ 604,617.00	\$ 581,875.00	\$ 588,319.00	\$ 588,319.00	\$ 588,319.00
5513	Swim PassAdult Splash (20)	\$ 7,344.00	\$ 7,344.00	\$ 7,344.00	\$ 7,344.00	\$ 7,344.00
5514	Swim PassSenior Splash (10)	\$ 1,890.00	\$ 1,890.00	\$ 1,890.00	\$ 1,890.00	\$ 1,890.00
5516	Senior Services Revenue	\$ 3,570.00	\$ 3,570.00	\$ 3,570.00	\$ 3,570.00	\$ 3,570.00
5517	Swim PassSenior Splash (20)	\$ 2,916.00	\$ 2,916.00	\$ 2,916.00	\$ 2,916.00	\$ 2,916.00
5518	Swim PassSenior Fitness (10)	\$ 5,670.00	\$ 5,670.00	\$ 5,670.00	\$ 5,670.00	\$ 5,670.00
5520	Swim PassSenior Fitness (20)	\$ 27,039.00	\$ 26,529.00	\$ 26,529.00	\$ 26,529.00	\$ 26,529.00
5524	Swim PassAdult Splash (10)	\$ 5,508.00	\$ 5,508.00	\$ 5,508.00	\$ 5,508.00	\$ 5,508.00
5525	Vending Concessions	\$ 940.00	\$ 3,160.00	\$ 3,160.00	\$ 3,160.00	\$ 3,160.00
5526	Swim PassAdult Fitness (10)	\$ 3,240.00	\$ 3,240.00	\$ 3,240.00	\$ 3,240.00	\$ 3,240.00
5527	Swim PassAdult Fitness (20)	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00
5528	Swim Passes Summer Single	\$ 960.00	\$ 960.00	\$ 960.00	\$ 960.00	\$ 960.00
5529	Swim Passes Summer Family	\$ 1,680.00	\$ 1,680.00	\$ 1,680.00	\$ 1,680.00	\$ 1,680.00
5530	Rental	\$ 267,769.00	\$ 270,302.00	\$ 270,302.00	\$ 270,302.00	\$ 270,302.00
5535	Cell Tower Revenue	\$ 93,381.00	\$ 66,398.00	\$ 66,398.00	\$ 66,398.00	\$ 66,398.00
5536	Annual Passes	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
5540	Parking Fees	\$ -	\$ 17,602.00	\$ 17,602.00	\$ 17,602.00	\$ 17,602.00
5550	Dues	\$ 1,800.00	\$ 2,240.00	\$ 2,240.00	\$ 2,240.00	\$ 2,240.00
5555	Activity Guide Revenue	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
5570	Donations	\$ 92,350.00	\$ 79,220.00	\$ 79,220.00	\$ 79,220.00	\$ 79,220.00
5575	Other/Purchase Discount Taken	\$ 34,435.00	\$ 45,621.00	\$ 45,621.00	\$ 45,621.00	\$ 45,621.00
5585	Incentive Income	\$ 17,075.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
5600	Reimbursement ROPS	\$ 67,100.00	\$ 67,100.00	\$ 67,100.00	\$ 67,100.00	\$ 67,100.00
	Revenue	\$ 6,990,780.00	\$ 7,066,562.00	\$ 7,073,006.00	\$ 7,073,006.00	\$ 7,073,006.00

Expense

6100	Full Time Salaries	\$ 2,075,921.00	\$ 2,195,082.00	\$ 2,195,078.00	\$ 2,195,078.00	\$ 2,195,082.00
6101	Overtime Salaries	\$ 17,162.00	\$ 37,691.00	\$ 37,691.00	\$ 37,691.00	\$ 37,691.00
6105	Car Allowance	\$ -	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
6108	Cell Phone Allowance	\$ -	\$ 15,765.00	\$ 15,765.00	\$ 15,765.00	\$ 15,765.00
6110	Part Time Salaries	\$ 697,693.00	\$ 667,322.00	\$ 659,271.00	\$ 659,271.00	\$ 659,271.00
6120	Retirement	\$ 360,052.00	\$ 382,372.00	\$ 382,260.00	\$ 382,260.00	\$ 382,260.00
6121	457 Pension	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00
6130	Employee Insurance	\$ 284,963.00	\$ 266,030.00	\$ 266,030.00	\$ 266,030.00	\$ 266,030.00
6140	Workers Compensation	\$ 117,665.00	\$ 188,233.00	\$ 188,091.00	\$ 188,091.00	\$ 188,091.00
6150	Unemployment Insurance	\$ 7,500.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
6160	Loan Pension Obligation	\$ 224,973.00	\$ 230,808.00	\$ 230,808.00	\$ 230,808.00	\$ 230,808.00
6170	PERS Unfunded Liability	\$ 174,072.00	\$ 201,662.00	\$ 201,662.00	\$ 201,662.00	\$ 201,662.00
	Personnel	\$ 3,964,101.00	\$ 4,207,665.00	\$ 4,199,356.00	\$ 4,199,356.00	\$ 4,199,360.00

6210	Telephone	\$ 18,792.00	\$ 21,276.00	\$ 21,276.00	\$ 21,276.00	\$ 21,276.00
6220	Internet Services	\$ 10,488.00	\$ 44,136.00	\$ 44,136.00	\$ 44,136.00	\$ 44,136.00
6310	Minor Maintenance Supplies	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
6320	Janitorial Supplies	\$ 46,100.00	\$ 48,375.00	\$ 48,375.00	\$ 48,375.00	\$ 48,375.00
6330	Kitchen Supplies	\$ 1,395.00	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00
6340	Food Supplies	\$ 8,253.00	\$ 8,636.00	\$ 8,636.00	\$ 8,636.00	\$ 8,636.00
6350	Water Maint & Service	\$ 1,320.00	\$ 1,320.00	\$ 1,320.00	\$ 1,320.00	\$ 1,320.00
6360	Laundry/Wash Service	\$ 350.00	\$ 860.00	\$ 860.00	\$ 860.00	\$ 860.00
6370	Janitorial Services	\$ 3,000.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
6410	Insurance Liability	\$ 103,043.00	\$ 105,790.00	\$ 105,790.00	\$ 105,790.00	\$ 105,790.00
6510	Fuel	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00
6520	Vehicle Maintenance	\$ 37,800.00	\$ 34,200.00	\$ 34,200.00	\$ 34,200.00	\$ 60,480.00

General Ledger
District Wide Budget Summary
Pleasant Valley Recreation and Park District
Fiscal Year 2016-2017

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
6530	Office Equipment Maintenance	\$ 1,175.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00
6540	Computer Equip Maintenance	\$ 5,248.00	\$ 2,795.00	\$ 2,795.00	\$ 2,795.00	\$ 2,795.00
6610	Building Repair	\$ 90,300.00	\$ 78,300.00	\$ 78,300.00	\$ 78,300.00	\$ 78,300.00
6620	Bldg Equip Maint/Repair	\$ 25,550.00	\$ 27,300.00	\$ 27,300.00	\$ 27,300.00	\$ 27,300.00
6630	Improvements/Maintenance	\$ 24,500.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00
6710	Grounds Maintenance	\$ 95,180.00	\$ 93,980.00	\$ 93,980.00	\$ 93,980.00	\$ 93,980.00
6730	Contracted Pest Control	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
6740	Rubbish & Refuse	\$ 51,100.00	\$ 56,800.00	\$ 56,800.00	\$ 56,800.00	\$ 56,800.00
6750	Vandalism/Theft	\$ 4,800.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
6810	Memberships	\$ 12,272.00	\$ 12,799.00	\$ 12,799.00	\$ 12,799.00	\$ 12,799.00
6910	Office Supplies	\$ 23,897.00	\$ 27,996.00	\$ 27,996.00	\$ 27,996.00	\$ 27,996.00
6920	Postage Expense	\$ 23,600.00	\$ 26,218.00	\$ 26,218.00	\$ 26,218.00	\$ 26,218.00
6930	Advertising Expense	\$ 15,890.00	\$ 15,092.00	\$ 15,092.00	\$ 15,092.00	\$ 15,092.00
6940	Printing Charges	\$ 17,516.00	\$ 20,213.00	\$ 20,213.00	\$ 20,213.00	\$ 20,213.00
6950	Bank & ActiveNet Charges	\$ 38,020.00	\$ 50,410.00	\$ 50,410.00	\$ 50,410.00	\$ 50,410.00
6960	Approp Redev/Collection Fees	\$ 373,394.00	\$ 373,394.00	\$ 373,394.00	\$ 373,394.00	\$ 373,394.00
6980	Minor Furn Fixture & Equip	\$ 4,070.00	\$ 1,546.00	\$ 1,546.00	\$ 1,546.00	\$ 1,546.00
6990	Comp Hardware/Software Exp	\$ 8,852.00	\$ 22,074.00	\$ 8,874.00	\$ 8,874.00	\$ 8,874.00
7010	Fingerprint Fees (HR)	\$ 1,705.00	\$ 2,440.00	\$ 2,440.00	\$ 2,440.00	\$ 2,440.00
7020	Fire & Safety Insp Fees	\$ 5,088.00	\$ 4,090.00	\$ 4,090.00	\$ 4,090.00	\$ 4,090.00
7030	Permit & Licensing Fees	\$ 4,825.00	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00
7100	Professional Services	\$ -	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
7110	Legal Services	\$ 73,815.00	\$ 69,150.00	\$ 69,150.00	\$ 69,150.00	\$ 69,150.00
7115	Typeset and Print Services	\$ 50,700.00	\$ 50,204.00	\$ 50,204.00	\$ 50,204.00	\$ 50,204.00
7120	Instructor Services	\$ 139,186.00	\$ 140,473.00	\$ 140,473.00	\$ 140,473.00	\$ 140,473.00
7125	PERS Admin Fees	\$ 1,249.00	\$ 1,975.00	\$ 1,975.00	\$ 1,975.00	\$ 1,975.00
7130	Audit Services	\$ 10,950.00	\$ 11,300.00	\$ 11,300.00	\$ 11,300.00	\$ 11,300.00
7140	Medical & Health Svcs (HR)	\$ 2,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
7150	Security Services	\$ 4,586.00	\$ 4,740.00	\$ 4,740.00	\$ 4,740.00	\$ 4,740.00
7160	Entertainment Services	\$ 1,950.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00
7180	Business Services	\$ 72,268.00	\$ 110,923.00	\$ 84,923.00	\$ 84,923.00	\$ 84,923.00
7190	Umpire/Referee Services	\$ 1,900.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
7210	Subscriptions	\$ 3,616.00	\$ 3,604.00	\$ 3,604.00	\$ 3,604.00	\$ 3,604.00
7310	Rents & Leases Equip	\$ 31,360.00	\$ 28,760.00	\$ 28,760.00	\$ 28,760.00	\$ 28,760.00
7320	Bldg/Field Leases & Rental	\$ 8,628.00	\$ 10,938.00	\$ 10,938.00	\$ 10,938.00	\$ 10,938.00
7410	Event Supplies	\$ 1,910.00	\$ 2,210.00	\$ 2,210.00	\$ 2,210.00	\$ 2,210.00
7420	Supplies	\$ 6,705.00	\$ 7,016.00	\$ 7,016.00	\$ 7,016.00	\$ 7,016.00
7430	Bingo Supplies	\$ 7,500.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00
7440	Sporting Goods	\$ 10,029.00	\$ 8,125.00	\$ 8,125.00	\$ 8,125.00	\$ 8,125.00
7450	Arts and Craft Supplies	\$ 3,230.00	\$ 4,700.00	\$ 4,700.00	\$ 4,700.00	\$ 4,700.00
7460	Training Supplies	\$ 3,650.00	\$ 3,420.00	\$ 3,420.00	\$ 3,420.00	\$ 3,420.00
7470	Camp Supplies	\$ 700.00	\$ 1,080.00	\$ 1,080.00	\$ 1,080.00	\$ 1,080.00
7500	Small Tools	\$ -	\$ 15,950.00	\$ 15,950.00	\$ 15,950.00	\$ 15,950.00
7510	Safety Supplies	\$ 16,500.00	\$ 7,484.00	\$ 7,484.00	\$ 7,484.00	\$ 7,484.00
7610	Uniform Allowance	\$ 11,285.00	\$ 12,688.00	\$ 12,688.00	\$ 12,688.00	\$ 12,688.00
7620	Safety Clothing and Supplies	\$ 8,415.00	\$ 3,150.00	\$ 3,150.00	\$ 3,150.00	\$ 3,150.00
7710	Conference and Seminar Fees	\$ 15,195.00	\$ 12,790.00	\$ 12,790.00	\$ 12,790.00	\$ 12,790.00
7715	Conference & Seminars Board	\$ -	\$ 2,035.00	\$ 2,840.00	\$ 2,840.00	\$ 2,840.00
7720	Conf & Seminar Travel Exp	\$ 16,784.00	\$ 9,758.00	\$ 9,758.00	\$ 9,758.00	\$ 9,758.00
7725	Out of Town Travel Board	\$ -	\$ 4,665.00	\$ 6,355.00	\$ 6,355.00	\$ 6,355.00
7730	Private Vehicle Mileage	\$ 4,788.00	\$ 4,556.00	\$ 4,556.00	\$ 4,556.00	\$ 4,556.00
7740	Transportation Charges	\$ 1,200.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
7750	Special Events	\$ 19,320.00	\$ 21,966.00	\$ 21,966.00	\$ 21,966.00	\$ 21,966.00
7810	Utilities Gas	\$ 29,693.00	\$ 26,491.00	\$ 26,491.00	\$ 26,491.00	\$ 26,491.00
7820	Utilities Water	\$ 773,876.00	\$ 742,489.00	\$ 742,489.00	\$ 742,489.00	\$ 742,489.00
7830	Utilities Electric	\$ 248,450.00	\$ 231,245.00	\$ 231,245.00	\$ 231,245.00	\$ 231,245.00
7910	Awards and Certificates	\$ 17,995.00	\$ 18,186.00	\$ 18,186.00	\$ 18,186.00	\$ 18,186.00
7920	Meals for Staff Training	\$ 2,800.00	\$ 2,710.00	\$ 2,710.00	\$ 2,710.00	\$ 2,710.00
7930	Employee Morale	\$ 3,450.00	\$ 3,475.00	\$ 3,475.00	\$ 3,475.00	\$ 3,475.00
7972	Reserve Designated Project	\$ -	\$ 8,000.00	\$ 30,000.00	\$ 30,000.00	\$ 617,880.00

**General Ledger
District Wide Budget Summary
Pleasant Valley Recreation and Park District
Fiscal Year 2016-2017**

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
7973	Reserve Dry Period	\$ -	\$ 66,000.00	\$ 91,000.00	\$ 91,000.00	\$ 91,000.00
	Service and Supplies	\$ 2,730,616.00	\$ 2,853,646.00	\$ 2,863,941.00	\$ 2,863,941.00	\$ 2,863,941.00

8400	Capital	\$ 340,000.00	\$ 312,000.00	\$ 502,790.00	\$ 502,790.00	\$ 502,790.00
8403	HCF Grant Trails	\$ 56,000.00	\$ -	\$ -	\$ -	\$ -
8404	Greenfield Playground Equipmen	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -
8405	HCF Grant Wildlife Programs	\$ 33,000.00	\$ -	\$ -	\$ -	\$ -
8420	Equip/Facility Replacement	\$ 25,000.00	\$ 45,200.00	\$ 45,200.00	\$ 45,200.00	\$ 45,200.00
	Capital Expense	\$ 484,000.00	\$ 357,200.00	\$ 547,990.00	\$ 547,990.00	\$ 547,990.00

Revenue Total	\$	6,990,780.00	\$	7,066,562.00	\$	7,073,006.00	\$	7,073,006.00	\$	7,073,006.00
Expense Total	\$	6,694,717.00	\$	7,061,311.00	\$	7,063,297.00	\$	7,063,297.00	\$	7,063,301.00
Variance	\$	296,063.00	\$	5,251.00	\$	9,709.00	\$	9,709.00	\$	9,705.00
Total Expense with Capital	\$	7,178,717.00	\$	7,418,511.00	\$	7,611,287.00	\$	7,611,287.00	\$	7,611,291.00

General Ledger
 District Wide Budget Summary Recreation Dept
 FY 2016-2017

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
Revenue						
5510	Public Fees	\$ 584,515.00	\$ 581,875.00	\$ 588,319.00	\$ 588,319.00	\$ 588,319.00
5512	Certificates	\$ -	\$ -	\$ -	\$ -	\$ -
5513	Swim PassAdult Splash (20)	\$ 7,344.00	\$ 7,344.00	\$ 7,344.00	\$ 7,344.00	\$ 7,344.00
5514	Swim PassSenior Splash (10)	\$ 1,890.00	\$ 1,890.00	\$ 1,890.00	\$ 1,890.00	\$ 1,890.00
5515	Senior Services Revenue	\$ 2,200.00	\$ -	\$ -	\$ -	\$ -
5516	Senior Services Revenue	\$ 3,570.00	\$ 3,570.00	\$ 3,570.00	\$ 3,570.00	\$ 3,570.00
5517	Swim PassSenior Splash (20)	\$ 2,916.00	\$ 2,916.00	\$ 2,916.00	\$ 2,916.00	\$ 2,916.00
5518	Swim PassSenior Fitness (10)	\$ 5,670.00	\$ 5,670.00	\$ 5,670.00	\$ 5,670.00	\$ 5,670.00
5520	Swim PassSenior Fitness (20)	\$ 27,039.00	\$ 26,529.00	\$ 26,529.00	\$ 26,529.00	\$ 26,529.00
5524	Swim PassAdult Splash (10)	\$ 5,508.00	\$ 5,508.00	\$ 5,508.00	\$ 5,508.00	\$ 5,508.00
5525	Vending Concessions	\$ 940.00	\$ 3,160.00	\$ 3,160.00	\$ 3,160.00	\$ 3,160.00
5526	Swim PassAdult Fitness (10)	\$ 3,240.00	\$ 3,240.00	\$ 3,240.00	\$ 3,240.00	\$ 3,240.00
5527	Swim PassAdult Fitness (20)	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00
5528	Swim Passes Summer Single	\$ 960.00	\$ 960.00	\$ 960.00	\$ 960.00	\$ 960.00
5529	Swim Passes Summer Family	\$ 1,680.00	\$ 1,680.00	\$ 1,680.00	\$ 1,680.00	\$ 1,680.00
5530	Rental	\$ 141,421.00	\$ 143,002.00	\$ 143,002.00	\$ 143,002.00	\$ 143,002.00
5536	Annual Passes	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
5550	Dues	\$ 1,800.00	\$ 2,240.00	\$ 2,240.00	\$ 2,240.00	\$ 2,240.00
5555	Activity Guide Revenue	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
5562	Banner Income	\$ 900.00	\$ -	\$ -	\$ -	\$ -
5570	Donations	\$ 22,350.00	\$ 9,220.00	\$ 9,220.00	\$ 9,220.00	\$ 9,220.00
5573	Scholarships	\$ -	\$ -	\$ -	\$ -	\$ -
5575	Other/Purchase Discount Taken	\$ 1,505.00	\$ 1,921.00	\$ 1,921.00	\$ 1,921.00	\$ 1,921.00
5585	Incentive Income	\$ 1,150.00	\$ -	\$ -	\$ -	\$ -
Revenue		\$ 827,998.00	\$ 815,125.00	\$ 821,569.00	\$ 821,569.00	\$ 821,569.00

Expense						
6100	Full Time Salaries	\$ 393,732.00	\$ 473,095.00	\$ 473,091.00	\$ 473,091.00	\$ 473,091.00
6101	Overtime Salaries	\$ -	\$ 4,136.00	\$ 4,136.00	\$ 4,136.00	\$ 4,136.00
6105	Car Allowance	\$ -	\$ -	\$ -	\$ -	\$ -
6108	Cell Phone Allowance	\$ -	\$ 4,740.00	\$ 4,740.00	\$ 4,740.00	\$ 4,740.00
6110	Part Time Salaries	\$ 437,428.00	\$ 419,943.00	\$ 411,892.00	\$ 411,892.00	\$ 411,892.00
6120	Retirement	\$ 73,809.00	\$ 82,227.00	\$ 82,115.00	\$ 82,115.00	\$ 82,115.00
6121	457 Pension	\$ 2,500.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00
6130	Employee Insurance	\$ 51,868.00	\$ 41,928.00	\$ 41,928.00	\$ 41,928.00	\$ 41,928.00
6140	Workers Compensation	\$ 12,505.00	\$ 16,400.00	\$ 16,258.00	\$ 16,258.00	\$ 16,258.00
6150	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
6160	Loan Pension Obligation	\$ -	\$ -	\$ -	\$ -	\$ -
6161	OPEB Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6170	PERS Unfunded Liability	\$ -	\$ -	\$ -	\$ -	\$ -
Personnel		\$ 971,842.00	\$ 1,045,569.00	\$ 1,037,260.00	\$ 1,037,260.00	\$ 1,037,260.00

6200	Communications	\$ -	\$ -	\$ -	\$ -	\$ -
6210	Telephone	\$ 2,352.00	\$ 3,132.00	\$ 3,132.00	\$ 3,132.00	\$ 3,132.00
6220	Internet Services	\$ 1,200.00	\$ 1,308.00	\$ 1,308.00	\$ 1,308.00	\$ 1,308.00
6310	Minor Maintenance Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
6320	Janitorial Supplies	\$ 100.00	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00
6330	Kitchen Supplies	\$ 1,395.00	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00
6340	Food Supplies	\$ 8,253.00	\$ 8,636.00	\$ 8,636.00	\$ 8,636.00	\$ 8,636.00
6350	Water Maint & Service	\$ -	\$ -	\$ -	\$ -	\$ -
6360	Laundry/Wash Service	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
6370	Janitorial Services	\$ -	\$ -	\$ -	\$ -	\$ -

General Ledger
 District Wide Budget Summary Recreation Dept
 FY 2016-2017

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
6380	Medical Supplies	\$ 1,150.00	\$ -	\$ -	\$ -	\$ -
6410	Insurance Liability	\$ -	\$ -	\$ -	\$ -	\$ -
6500	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
6520	Vehicle Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
6530	Office Equipment Maintenance	\$ 725.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00
6540	Computer Equip Maintenance	\$ 1,300.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
6600	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
6610	Building Repair	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00
6620	Bldg Equip Maint/Repair	\$ 500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
6630	Improvements/Maintenance	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -
6709	Incidental Costs Assess	\$ -	\$ -	\$ -	\$ -	\$ -
6710	Grounds Maintenance	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -
6810	Memberships	\$ 1,560.00	\$ 1,570.00	\$ 1,570.00	\$ 1,570.00	\$ 1,570.00
6900	Office Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6910	Office Supplies	\$ 5,370.00	\$ 6,400.00	\$ 6,400.00	\$ 6,400.00	\$ 6,400.00
6920	Postage Expense	\$ 21,400.00	\$ 21,858.00	\$ 21,858.00	\$ 21,858.00	\$ 21,858.00
6930	Advertising Expense	\$ 15,825.00	\$ 13,352.00	\$ 13,352.00	\$ 13,352.00	\$ 13,352.00
6940	Printing Charges	\$ -	\$ -	\$ -	\$ -	\$ -
6950	Bank & ActiveNet Charges	\$ -	\$ -	\$ -	\$ -	\$ -
6960	Approp Redev/Collection Fees	\$ -	\$ -	\$ -	\$ -	\$ -
6980	Minor Furn Fixture & Equip	\$ 3,025.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
6990	Comp Hardware/Software Exp	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
7010	Fingerprint Fees (HR)	\$ -	\$ -	\$ -	\$ -	\$ -
7020	Fire & Safety Insp Fees	\$ 1,428.00	\$ 340.00	\$ 340.00	\$ 340.00	\$ 340.00
7030	Permit & Licensing Fees	\$ 2,675.00	\$ 2,550.00	\$ 2,550.00	\$ 2,550.00	\$ 2,550.00
7040	State License Fee	\$ -	\$ -	\$ -	\$ -	\$ -
7100	Professional Services	\$ -	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
7110	Legal Services	\$ -	\$ -	\$ -	\$ -	\$ -
7115	Typeset and Print Services	\$ 50,700.00	\$ 50,204.00	\$ 50,204.00	\$ 50,204.00	\$ 50,204.00
7120	Instructor Services	\$ 137,686.00	\$ 138,973.00	\$ 138,973.00	\$ 138,973.00	\$ 138,973.00
7125	PERS Admin Fees	\$ -	\$ 475.00	\$ 475.00	\$ 475.00	\$ 475.00
7130	Audit Services	\$ -	\$ -	\$ -	\$ -	\$ -
7140	Medical & Health Svcs (HR)	\$ -	\$ -	\$ -	\$ -	\$ -
7150	Security Services	\$ -	\$ -	\$ -	\$ -	\$ -
7160	Entertainment Services	\$ 1,950.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00
7180	Business Services	\$ 7,455.00	\$ 8,660.00	\$ 8,660.00	\$ 8,660.00	\$ 8,660.00
7190	Umpire/Referee Services	\$ 1,900.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
7200	Publication/Legal Notices	\$ -	\$ -	\$ -	\$ -	\$ -
7210	Subscriptions	\$ 752.00	\$ 824.00	\$ 824.00	\$ 824.00	\$ 824.00
7300	Rents and Leases	\$ -	\$ -	\$ -	\$ -	\$ -
7310	Rents & Leases Equip	\$ 13,960.00	\$ 13,160.00	\$ 13,160.00	\$ 13,160.00	\$ 13,160.00
7320	Bldg/Field Leases & Rental	\$ 8,628.00	\$ 10,938.00	\$ 10,938.00	\$ 10,938.00	\$ 10,938.00
7410	Event Supplies	\$ 1,910.00	\$ 2,210.00	\$ 2,210.00	\$ 2,210.00	\$ 2,210.00
7420	Supplies	\$ 6,705.00	\$ 7,016.00	\$ 7,016.00	\$ 7,016.00	\$ 7,016.00
7430	Bingo Supplies	\$ 7,500.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00
7440	Sporting Goods	\$ 8,029.00	\$ 6,125.00	\$ 6,125.00	\$ 6,125.00	\$ 6,125.00
7450	Arts and Craft Supplies	\$ 3,230.00	\$ 4,700.00	\$ 4,700.00	\$ 4,700.00	\$ 4,700.00
7460	Training Supplies	\$ 2,950.00	\$ 2,620.00	\$ 2,620.00	\$ 2,620.00	\$ 2,620.00
7470	Camp Supplies	\$ 700.00	\$ 1,080.00	\$ 1,080.00	\$ 1,080.00	\$ 1,080.00
7500	Small Tools	\$ -	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
7510	Safety Supplies	\$ 100.00	\$ 3,685.00	\$ 3,685.00	\$ 3,685.00	\$ 3,685.00
7600	Special Department Expense	\$ -	\$ -	\$ -	\$ -	\$ -
7610	Uniform Allowance	\$ 3,625.00	\$ 5,508.00	\$ 5,508.00	\$ 5,508.00	\$ 5,508.00
7620	Safety Clothing and Supplies	\$ 2,165.00	\$ -	\$ -	\$ -	\$ -

General Ledger
 District Wide Budget Summary Recreation Dept
 FY 2016-2017

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
7700	Transportation and Travel	\$ -	\$ -	\$ -	\$ -	\$ -
7710	Conference and Seminar Fees	\$ 7,490.00	\$ 3,540.00	\$ 3,540.00	\$ 3,540.00	\$ 3,540.00
7720	Conf & Seminar Travel Exp	\$ 5,607.00	\$ 3,962.00	\$ 3,962.00	\$ 3,962.00	\$ 3,962.00
7730	Private Vehicle Mileage	\$ 3,843.00	\$ 3,457.00	\$ 3,457.00	\$ 3,457.00	\$ 3,457.00
7740	Transportation Charges	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
7750	Special Events	\$ 19,320.00	\$ 21,966.00	\$ 21,966.00	\$ 21,966.00	\$ 21,966.00
7910	Awards and Certificates	\$ 17,270.00	\$ 17,486.00	\$ 17,486.00	\$ 17,486.00	\$ 17,486.00
7920	Meals for Staff Training	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
7930	Employee Morale	\$ 775.00	\$ 675.00	\$ 675.00	\$ 675.00	\$ 675.00
	Service and Supplies	\$ 389,608.00	\$ 391,735.00	\$ 391,735.00	\$ 391,735.00	\$ 391,735.00

8420	Equip/Facility Replacement	\$ -	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00
	Capital	\$ -	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00

Revenue Total	\$	827,998.00	\$ 815,125.00	\$ 821,569.00	\$ 821,569.00	\$ 821,569.00
Expense Total	\$	1,361,450.00	\$ 1,437,304.00	\$ 1,428,995.00	\$ 1,428,995.00	\$ 1,428,995.00
Grand Total	\$	(533,452.00)	\$ (622,179.00)	\$ (607,426.00)	\$ (607,426.00)	\$ (607,426.00)
Total Expense with Capital	\$	1,361,450.00	\$ 1,442,504.00	\$ 1,434,195.00	\$ 1,434,195.00	\$ 1,434,195.00

General Ledger
 District Wide Budget Summary
 Division 410 Parks FY 2016-2017

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
Revenue						
5506	Park Patrol Citations	\$ 900.00	\$ 3,520.00	\$ 3,520.00	\$ 3,520.00	\$ 3,520.00
5507	Plan Check Fee	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
5510	Public Fees	\$ 20,102.00	\$ -	\$ -	\$ -	\$ -
5512	Certificates	\$ -	\$ -	\$ -	\$ -	\$ -
5525	Vending Concessions	\$ -	\$ -	\$ -	\$ -	\$ -
5530	Rental	\$ 126,348.00	\$ 127,300.00	\$ 127,300.00	\$ 127,300.00	\$ 127,300.00
5531	Veteran's Field Rental	\$ -	\$ -	\$ -	\$ -	\$ -
5532	BMX Track Rental	\$ -	\$ -	\$ -	\$ -	\$ -
5533	RC Track Rental	\$ -	\$ -	\$ -	\$ -	\$ -
5534	Roller Hockey Rink Rental	\$ -	\$ -	\$ -	\$ -	\$ -
5535	Cell Tower Revenue	\$ 93,381.00	\$ 66,398.00	\$ 66,398.00	\$ 66,398.00	\$ 66,398.00
5540	Parking Fees	\$ -	\$ 17,602.00	\$ 17,602.00	\$ 17,602.00	\$ 17,602.00
5545	Indemnity Revenue	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -
5550	Dues	\$ -	\$ -	\$ -	\$ -	\$ -
5555	Activity Guide Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
5562	Banner Income	\$ -	\$ -	\$ -	\$ -	\$ -
5569	General Donation	\$ -	\$ -	\$ -	\$ -	\$ -
5570	Donations	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
5571	Donations for CIP Projects	\$ -	\$ -	\$ -	\$ -	\$ -
5572	Grant Revenue NRPA	\$ -	\$ -	\$ -	\$ -	\$ -
5575	Other/Purchase Discount Taken	\$ 11,425.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00
5585	Incentive Income	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
5600	Reimbursement ROPS	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue		\$ 327,556.00	\$ 292,500.00	\$ 292,500.00	\$ 292,500.00	\$ 292,500.00

Expense						
6100	Full Time Salaries	\$ 1,193,586.00	\$ 1,175,945.00	\$ 1,175,945.00	\$ 1,175,945.00	\$ 1,175,945.00
6101	Overtime Salaries	\$ 17,162.00	\$ 33,055.00	\$ 33,055.00	\$ 33,055.00	\$ 33,055.00
6105	Car Allowance	\$ -	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
6108	Cell Phone Allowance	\$ -	\$ 8,685.00	\$ 8,685.00	\$ 8,685.00	\$ 8,685.00
6110	Part Time Salaries	\$ 181,808.00	\$ 198,285.00	\$ 198,285.00	\$ 198,285.00	\$ 198,285.00
6120	Retirement	\$ 208,748.00	\$ 216,103.00	\$ 216,103.00	\$ 216,103.00	\$ 216,103.00
6121	457 Pension	\$ 1,500.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
6130	Employee Insurance	\$ 167,173.00	\$ 161,096.00	\$ 161,096.00	\$ 161,096.00	\$ 161,096.00
6140	Workers Compensation	\$ 100,787.00	\$ 111,237.00	\$ 111,237.00	\$ 111,237.00	\$ 111,237.00
6150	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
6160	Loan Pension Obligation	\$ -	\$ -	\$ -	\$ -	\$ -
6161	OPEB Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6170	PERS Unfunded Liability	\$ -	\$ -	\$ -	\$ -	\$ -
Personnel		\$ 1,870,764.00	\$ 1,908,906.00	\$ 1,908,906.00	\$ 1,908,906.00	\$ 1,908,906.00

6200	Communications	\$ -	\$ -	\$ -	\$ -	\$ -
6210	Telephone	\$ 7,200.00	\$ 7,644.00	\$ 7,644.00	\$ 7,644.00	\$ 7,644.00
6220	Internet Services	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
6310	Minor Maintenance Supplies	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
6320	Janitorial Supplies	\$ 46,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00
6330	Kitchen Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
6340	Food Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
6350	Water Maint & Service	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00
6360	Laundry/Wash Service	\$ 350.00	\$ 360.00	\$ 360.00	\$ 360.00	\$ 360.00
6370	Janitorial Services	\$ 3,000.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
6380	Medical Supplies	\$ 200.00	\$ -	\$ -	\$ -	\$ -
6410	Insurance Liability	\$ -	\$ -	\$ -	\$ -	\$ -
6500	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
6510	Fuel	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00
6520	Vehicle Maintenance	\$ 37,800.00	\$ 34,200.00	\$ 34,200.00	\$ 34,200.00	\$ 34,200.00
6530	Office Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
6540	Computer Equip Maintenance	\$ 2,508.00	\$ -	\$ -	\$ -	\$ -

General Ledger
 District Wide Budget Summary
 Division 410 Parks FY 2016-2017

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
Revenue						
5506	Park Patrol Citations	\$ 900.00	\$ 3,520.00	\$ 3,520.00	\$ 3,520.00	\$ 3,520.00
5507	Plan Check Fee	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
5510	Public Fees	\$ 20,102.00	\$ -	\$ -	\$ -	\$ -
5512	Certificates	\$ -	\$ -	\$ -	\$ -	\$ -
5525	Vending Concessions	\$ -	\$ -	\$ -	\$ -	\$ -
5530	Rental	\$ 126,348.00	\$ 127,300.00	\$ 127,300.00	\$ 127,300.00	\$ 127,300.00
5531	Veteran's Field Rental	\$ -	\$ -	\$ -	\$ -	\$ -
5532	BMX Track Rental	\$ -	\$ -	\$ -	\$ -	\$ -
5533	RC Track Rental	\$ -	\$ -	\$ -	\$ -	\$ -
5534	Roller Hockey Rink Rental	\$ -	\$ -	\$ -	\$ -	\$ -
5535	Cell Tower Revenue	\$ 93,381.00	\$ 66,398.00	\$ 66,398.00	\$ 66,398.00	\$ 66,398.00
5540	Parking Fees	\$ -	\$ 17,602.00	\$ 17,602.00	\$ 17,602.00	\$ 17,602.00
5545	Indemnity Revenue	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -
5569	General Donation	\$ -	\$ -	\$ -	\$ -	\$ -
5570	Donations	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
5571	Donations for CIP Projects	\$ -	\$ -	\$ -	\$ -	\$ -
5572	Grant Revenue NRPA	\$ -	\$ -	\$ -	\$ -	\$ -
5575	Other/Purchase Discount Taken	\$ 11,425.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00	\$ 7,280.00
5585	Incentive Income	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
5600	Reimbursement ROPS	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue		\$ 327,556.00	\$ 292,500.00	\$ 292,500.00	\$ 292,500.00	\$ 292,500.00

Expense						
6100	Full Time Salaries	\$ 1,193,586.00	\$ 1,175,945.00	\$ 1,175,945.00	\$ 1,175,945.00	\$ 1,175,945.00
6101	Overtime Salaries	\$ 17,162.00	\$ 33,055.00	\$ 33,055.00	\$ 33,055.00	\$ 33,055.00
6105	Car Allowance	\$ -	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
6108	Cell Phone Allowance	\$ -	\$ 8,685.00	\$ 8,685.00	\$ 8,685.00	\$ 8,685.00
6110	Part Time Salaries	\$ 181,808.00	\$ 198,285.00	\$ 198,285.00	\$ 198,285.00	\$ 198,285.00
6120	Retirement	\$ 208,748.00	\$ 216,103.00	\$ 216,103.00	\$ 216,103.00	\$ 216,103.00
6121	457 Pension	\$ 1,500.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
6130	Employee Insurance	\$ 167,173.00	\$ 161,096.00	\$ 161,096.00	\$ 161,096.00	\$ 161,096.00
6140	Workers Compensation	\$ 100,787.00	\$ 111,237.00	\$ 111,237.00	\$ 111,237.00	\$ 111,237.00
6150	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
6160	Loan Pension Obligation	\$ -	\$ -	\$ -	\$ -	\$ -
6161	OPEB Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6170	PERS Unfunded Liability	\$ -	\$ -	\$ -	\$ -	\$ -
Personnel		\$ 1,870,764.00	\$ 1,908,906.00	\$ 1,908,906.00	\$ 1,908,906.00	\$ 1,908,906.00

6200	Communications	\$ -	\$ -	\$ -	\$ -	\$ -
6210	Telephone	\$ 7,200.00	\$ 7,644.00	\$ 7,644.00	\$ 7,644.00	\$ 7,644.00
6220	Internet Services	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
6310	Minor Maintenance Supplies	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
6320	Janitorial Supplies	\$ 46,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00
6330	Kitchen Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
6340	Food Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
6350	Water Maint & Service	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00
6360	Laundry/Wash Service	\$ 350.00	\$ 360.00	\$ 360.00	\$ 360.00	\$ 360.00
6370	Janitorial Services	\$ 3,000.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
6380	Medical Supplies	\$ 200.00	\$ -	\$ -	\$ -	\$ -
6410	Insurance Liability	\$ -	\$ -	\$ -	\$ -	\$ -
6500	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
6510	Fuel	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00
6520	Vehicle Maintenance	\$ 37,800.00	\$ 34,200.00	\$ 34,200.00	\$ 34,200.00	\$ 34,200.00
6530	Office Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
6540	Computer Equip Maintenance	\$ 2,508.00	\$ -	\$ -	\$ -	\$ -
6600	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
6610	Building Repair	\$ 88,000.00	\$ 76,000.00	\$ 76,000.00	\$ 76,000.00	\$ 76,000.00
6620	Bldg Equip Maint/Repair	\$ 25,050.00	\$ 25,300.00	\$ 25,300.00	\$ 25,300.00	\$ 25,300.00

General Ledger
 District Wide Budget Summary
 Division 410 Parks FY 2016-2017

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
6630	Improvements/Maintenance	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00
6709	Incidental Costs Assess	\$ -	\$ -	\$ -	\$ -	\$ -
6710	Grounds Maintenance	\$ 93,980.00	\$ 93,980.00	\$ 93,980.00	\$ 93,980.00	\$ 93,980.00
6719	Tree Care Assess	\$ -	\$ -	\$ -	\$ -	\$ -
6720	Contracted LS Services	\$ -	\$ -	\$ -	\$ -	\$ -
6721	Playgrnd Replacmnt Assess	\$ -	\$ -	\$ -	\$ -	\$ -
6722	Park Amenities Assess	\$ -	\$ -	\$ -	\$ -	\$ -
6730	Contracted Pest Control	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
6740	Rubbish & Refuse	\$ 51,100.00	\$ 56,800.00	\$ 56,800.00	\$ 56,800.00	\$ 56,800.00
6750	Vandalism/Theft	\$ 4,800.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
6810	Memberships	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
6900	Office Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6910	Office Supplies	\$ 6,140.00	\$ 5,100.00	\$ 5,100.00	\$ 5,100.00	\$ 5,100.00
6920	Postage Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6930	Advertising Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6940	Printing Charges	\$ 1,850.00	\$ 1,860.00	\$ 1,860.00	\$ 1,860.00	\$ 1,860.00
7020	Fire & Safety Insp Fees	\$ 3,660.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00
7030	Permit & Licensing Fees	\$ 2,150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
7040	State License Fee	\$ -	\$ -	\$ -	\$ -	\$ -
7180	Business Services	\$ 3,800.00	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
7190	Umpire/Referee Services	\$ -	\$ -	\$ -	\$ -	\$ -
7200	Publication/Legal Notices	\$ -	\$ -	\$ -	\$ -	\$ -
7210	Subscriptions	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
7300	Rents and Leases	\$ -	\$ -	\$ -	\$ -	\$ -
7310	Rents & Leases Equip	\$ 17,400.00	\$ 15,600.00	\$ 15,600.00	\$ 15,600.00	\$ 15,600.00
7440	Sporting Goods	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
7500	Small Tools	\$ -	\$ 15,200.00	\$ 15,200.00	\$ 15,200.00	\$ 15,200.00
7510	Safety Supplies	\$ 16,400.00	\$ 2,604.00	\$ 2,604.00	\$ 2,604.00	\$ 2,604.00
7600	Special Department Expense	\$ -	\$ -	\$ -	\$ -	\$ -
7610	Uniform Allowance	\$ 6,880.00	\$ 6,880.00	\$ 6,880.00	\$ 6,880.00	\$ 6,880.00
7620	Safety Clothing and Supplies	\$ 5,650.00	\$ 3,150.00	\$ 3,150.00	\$ 3,150.00	\$ 3,150.00
7700	Transportation and Travel	\$ -	\$ -	\$ -	\$ -	\$ -
7710	Conference and Seminar Fees	\$ 3,400.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00
7720	Conf & Seminar Travel Exp	\$ -	\$ 1,381.00	\$ 1,381.00	\$ 1,381.00	\$ 1,381.00
7730	Private Vehicle Mileage	\$ 300.00	\$ 324.00	\$ 324.00	\$ 324.00	\$ 324.00
7740	Transportation Charges	\$ -	\$ -	\$ -	\$ -	\$ -
7760	Tuition/Book Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -
7810	Utilities Gas	\$ 29,693.00	\$ 26,491.00	\$ 26,491.00	\$ 26,491.00	\$ 26,491.00
7820	Utilities Water	\$ 773,876.00	\$ 742,489.00	\$ 742,489.00	\$ 742,489.00	\$ 742,489.00
7830	Utilities Electric	\$ 248,450.00	\$ 231,245.00	\$ 231,245.00	\$ 231,245.00	\$ 231,245.00
7910	Awards and Certificates	\$ -	\$ -	\$ -	\$ -	\$ -
7920	Meals for Staff Training	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
7930	Employee Morale	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
7950	COP Debt PV Fields	\$ -	\$ -	\$ -	\$ -	\$ -
Service and Supplies		\$ 1,574,057.00	\$ 1,508,378.00	\$ 1,508,378.00	\$ 1,508,378.00	\$ 1,508,378.00

8200	Land Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
8300	Structures & Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
8400	Capital	\$ 340,000.00	\$ 210,000.00	\$ 422,000.00	\$ 422,000.00	\$ 422,000.00
8420	Equip/Facility Replacement	\$ 25,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00
Capital		\$ 365,000.00	\$ 238,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00

Revenue Total	\$	327,556.00	\$	292,500.00	\$	292,500.00	\$	292,500.00	\$	292,500.00
Expense Total	\$	3,444,821.00	\$	3,417,284.00	\$	3,417,284.00	\$	3,417,284.00	\$	3,417,284.00
	\$	(3,117,265.00)	\$	(3,124,784.00)	\$	(3,124,784.00)	\$	(3,124,784.00)	\$	(3,124,784.00)
Total Expense with Capital	\$	3,809,821.00	\$	3,655,284.00	\$	3,867,284.00	\$	3,867,284.00	\$	3,867,284.00

General Ledger
 District Wide Budget Summary
 Division 505 Administration FY 2016-2017

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
Revenue						
5460	Dividends CAPRI Prior Years	\$ -	\$ -	\$ -	\$ -	\$ -
5510	Public Fees	\$ -	\$ -	\$ -	\$ -	\$ -
5512	Certificates	\$ -	\$ -	\$ -	\$ -	\$ -
5525	Vending Concessions	\$ -	\$ -	\$ -	\$ -	\$ -
5530	Rental	\$ -	\$ -	\$ -	\$ -	\$ -
5550	Dues	\$ -	\$ -	\$ -	\$ -	\$ -
5560	Scrap Sales on Asset Disposal	\$ -	\$ -	\$ -	\$ -	\$ -
5562	Banner Income	\$ -	\$ -	\$ -	\$ -	\$ -
5565	Gain/(Loss) LAIF Investments	\$ -	\$ -	\$ -	\$ -	\$ -
5570	Donations	\$ -	\$ -	\$ -	\$ -	\$ -
5575	Other/Purchase Discount Taken	\$ 21,505.00	\$ 36,420.00	\$ 36,420.00	\$ 36,420.00	\$ 36,420.00
5585	Incentive Income	\$ 15,625.00	\$ -	\$ -	\$ -	\$ -
5600	Reimbursement ROPS	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue		\$ 37,130.00	\$ 36,420.00	\$ 36,420.00	\$ 36,420.00	\$ 36,420.00

Expense						
6100	Full Time Salaries	\$ 488,603.00	\$ 546,046.00	\$ 546,046.00	\$ 546,046.00	\$ 546,046.00
6101	Overtime Salaries	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
6105	Car Allowance	\$ -	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
6108	Cell Phone Allowance	\$ -	\$ 2,340.00	\$ 2,340.00	\$ 2,340.00	\$ 2,340.00
6110	Part Time Salaries	\$ 78,457.00	\$ 49,094.00	\$ 49,094.00	\$ 49,094.00	\$ 49,094.00
6120	Retirement	\$ 77,495.00	\$ 84,042.00	\$ 84,042.00	\$ 84,042.00	\$ 84,042.00
6121	457 Pension	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
6130	Employee Insurance	\$ 65,922.00	\$ 63,006.00	\$ 63,006.00	\$ 63,006.00	\$ 63,006.00
6140	Workers Compensation	\$ 4,373.00	\$ 60,596.00	\$ 60,596.00	\$ 60,596.00	\$ 60,596.00
6150	Unemployment Insurance	\$ 7,500.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
6160	Loan Pension Obligation	\$ 224,973.00	\$ 230,808.00	\$ 230,808.00	\$ 230,808.00	\$ 230,808.00
6161	OPEB Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6170	PERS Unfunded Liability	\$ 174,072.00	\$ 201,662.00	\$ 201,662.00	\$ 201,662.00	\$ 201,662.00
Personnel		\$ 1,121,495.00	\$ 1,253,194.00	\$ 1,253,194.00	\$ 1,253,194.00	\$ 1,253,194.00

6200	Communications	\$ -	\$ -	\$ -	\$ -	\$ -
6210	Telephone	\$ 9,240.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00
6220	Internet Services	\$ 6,788.00	\$ 40,328.00	\$ 40,328.00	\$ 40,328.00	\$ 40,328.00
6350	Water Maint & Service	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
6360	Laundry/Wash Service	\$ -	\$ -	\$ -	\$ -	\$ -
6370	Janitorial Services	\$ -	\$ -	\$ -	\$ -	\$ -
6380	Medical Supplies	\$ 395.00	\$ -	\$ -	\$ -	\$ -
6410	Insurance Liability	\$ 103,043.00	\$ 105,790.00	\$ 105,790.00	\$ 105,790.00	\$ 105,790.00
6500	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
6530	Office Equipment Maintenance	\$ 450.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
6540	Computer Equip Maintenance	\$ 1,440.00	\$ 2,295.00	\$ 2,295.00	\$ 2,295.00	\$ 2,295.00
6810	Memberships	\$ 10,312.00	\$ 10,829.00	\$ 10,829.00	\$ 10,829.00	\$ 10,829.00
6900	Office Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6910	Office Supplies	\$ 12,387.00	\$ 16,496.00	\$ 16,496.00	\$ 16,496.00	\$ 16,496.00
6920	Postage Expense	\$ 2,200.00	\$ 4,360.00	\$ 4,360.00	\$ 4,360.00	\$ 4,360.00
6930	Advertising Expense	\$ 65.00	\$ 1,740.00	\$ 1,740.00	\$ 1,740.00	\$ 1,740.00
6940	Printing Charges	\$ 15,666.00	\$ 18,353.00	\$ 18,353.00	\$ 18,353.00	\$ 18,353.00
6950	Bank & ActiveNet Charges	\$ 38,020.00	\$ 50,410.00	\$ 50,410.00	\$ 50,410.00	\$ 50,410.00
6960	Approp Redev/Collection Fees	\$ 373,394.00	\$ 373,394.00	\$ 373,394.00	\$ 373,394.00	\$ 373,394.00
6980	Minor Furn Fixture & Equip	\$ 1,045.00	\$ 1,046.00	\$ 1,046.00	\$ 1,046.00	\$ 1,046.00
6990	Comp Hardware/Software Exp	\$ 8,852.00	\$ 21,774.00	\$ 8,574.00	\$ 8,574.00	\$ 8,574.00
7010	Fingerprint Fees (IIR)	\$ 1,705.00	\$ 2,440.00	\$ 2,440.00	\$ 2,440.00	\$ 2,440.00
7020	Fire & Safety Insp Fees	\$ -	\$ -	\$ -	\$ -	\$ -
7030	Permit & Licensing Fees	\$ -	\$ -	\$ -	\$ -	\$ -
7040	State License Fee	\$ -	\$ -	\$ -	\$ -	\$ -
7100	Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -
7110	Legal Services	\$ 73,815.00	\$ 69,150.00	\$ 69,150.00	\$ 69,150.00	\$ 69,150.00

General Ledger
 District Wide Budget Summary
 Division 505 Administration FY 2016-2017

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
7115	Typeset and Print Services	\$ -	\$ -	\$ -	\$ -	\$ -
7120	Instructor Services	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
7125	PERS Admin Fees	\$ 1,249.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
7130	Audit Services	\$ 10,950.00	\$ 11,300.00	\$ 11,300.00	\$ 11,300.00	\$ 11,300.00
7140	Medical & Health Svcs (HR)	\$ 2,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
7150	Security Services	\$ 4,586.00	\$ 4,740.00	\$ 4,740.00	\$ 4,740.00	\$ 4,740.00
7160	Entertainment Services	\$ -	\$ -	\$ -	\$ -	\$ -
7180	Business Services	\$ 61,013.00	\$ 98,063.00	\$ 72,063.00	\$ 72,063.00	\$ 72,063.00
7190	Umpire/Referee Services	\$ -	\$ -	\$ -	\$ -	\$ -
7200	Publication/Legal Notices	\$ -	\$ -	\$ -	\$ -	\$ -
7210	Subscriptions	\$ 2,264.00	\$ 2,180.00	\$ 2,180.00	\$ 2,180.00	\$ 2,180.00
7460	Training Supplies	\$ 700.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
7470	Camp Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
7500	Small Tools	\$ -	\$ -	\$ -	\$ -	\$ -
7510	Safety Supplies	\$ -	\$ 1,195.00	\$ 1,195.00	\$ 1,195.00	\$ 1,195.00
7600	Special Department Expense	\$ -	\$ -	\$ -	\$ -	\$ -
7610	Uniform Allowance	\$ 780.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
7620	Safety Clothing and Supplies	\$ 600.00	\$ -	\$ -	\$ -	\$ -
7700	Transportation and Travel	\$ -	\$ -	\$ -	\$ -	\$ -
7710	Conference and Seminar Fees	\$ 4,305.00	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00
7715	Conference & Seminars Board	\$ -	\$ 2,035.00	\$ 2,840.00	\$ 2,840.00	\$ 2,840.00
7720	Conf & Seminar Travel Exp	\$ 11,177.00	\$ 4,415.00	\$ 4,415.00	\$ 4,415.00	\$ 4,415.00
7725	Out of Town Travel Board	\$ -	\$ 4,665.00	\$ 6,355.00	\$ 6,355.00	\$ 6,355.00
7730	Private Vehicle Mileage	\$ 645.00	\$ 775.00	\$ 775.00	\$ 775.00	\$ 775.00
7740	Transportation Charges	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
7760	Tuition/Book Reimbursement	\$ 165.00	\$ -	\$ -	\$ -	\$ -
7910	Awards and Certificates	\$ 725.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
7920	Meals for Staff Training	\$ 1,900.00	\$ 1,810.00	\$ 1,810.00	\$ 1,810.00	\$ 1,810.00
7930	Employee Morale	\$ 2,175.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00
7972	Reserve Designated Project	\$ -	\$ 8,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
7973	Reserve Dry Period	\$ -	\$ 66,000.00	\$ 91,000.00	\$ 91,000.00	\$ 91,000.00
	Service and Supplies	\$ 766,951.00	\$ 953,533.00	\$ 963,828.00	\$ 963,828.00	\$ 963,828.00

8400	Capital	\$ -	\$ 102,000.00	\$ 80,790.00	\$ 80,790.00	\$ 80,790.00
8401	LWCF Grant	\$ -	\$ -	\$ -	\$ -	\$ -
8402	NRPA Grant	\$ -	\$ -	\$ -	\$ -	\$ -
8403	HCF Grant Trails	\$ 56,000.00	\$ -	\$ -	\$ -	\$ -
8404	Greenfield Playground Equipmen	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -
8405	HCF Grant Wildlife Programs	\$ 33,000.00	\$ -	\$ -	\$ -	\$ -
8420	Equip/Facility Replacement	\$ -	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
	Capital	\$ 119,000.00	\$ 114,000.00	\$ 92,790.00	\$ 92,790.00	\$ 92,790.00

Revenue Total	\$ 37,130.00	\$ 36,420.00	\$ 36,420.00	\$ 36,420.00	\$ 36,420.00
Expense Total	\$ 1,888,446.00	\$ 2,206,727.00	\$ 2,217,022.00	\$ 2,217,022.00	\$ 2,217,022.00
Total Expense with Capital	\$ 2,007,446.00	\$ 2,320,727.00	\$ 2,309,812.00	\$ 2,309,812.00	\$ 2,309,812.00

General Ledger
 District Wide Budget Summary
 Fund 20 Assessment District FY 2016-2017

Account	Description	One Year Prior Budget	Requested	Proposed	Approved	Adopted
Revenue						
5310	Interest Apport Fund	\$ 1,238.00	\$ 1,536.00	\$ 1,536.00	\$ 1,536.00	\$ 1,536.00
5320	Other Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -
5400	Park DedicationFees	\$ -	\$ -	\$ -	\$ -	\$ -
5460	Dividends CAPRI Prior Years	\$ -	\$ -	\$ -	\$ -	\$ -
5500	Assessment Revenue	\$ 1,015,912.00	\$ 1,046,037.00	\$ 1,046,037.00	\$ 1,046,037.00	\$ 1,046,037.00
5502	Carryover Balance	\$ 320,426.00	\$ 379,171.00	\$ 379,171.00	\$ 379,171.00	\$ 379,171.00
	Revenue	\$ 1,337,576.00	\$ 1,426,744.00	\$ 1,426,744.00	\$ 1,426,744.00	\$ 1,426,744.00

Expense						
6100	Full Time Salaries	\$ 97,886.00	\$ 96,247.00	\$ 96,247.00	\$ 96,247.00	\$ 96,247.00
6101	Overtime Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
6105	Car Allowance	\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
6108	Cell Phone Allowance	\$ -	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00
6110	Part Time Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
6120	Retirement	\$ 15,840.00	\$ 16,504.00	\$ 16,504.00	\$ 16,504.00	\$ 16,504.00
6121	457 Pension	\$ -	\$ -	\$ -	\$ -	\$ -
6130	Employee Insurance	\$ 12,079.00	\$ 13,412.00	\$ 13,412.00	\$ 13,412.00	\$ 13,412.00
6140	Workers Compensation	\$ 7,782.00	\$ 8,085.00	\$ 8,085.00	\$ 8,085.00	\$ 8,085.00
6150	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
6160	Loan Pension Obligation	\$ -	\$ -	\$ -	\$ -	\$ -
6161	OPEB Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6170	PERS Unfunded Liability	\$ -	\$ -	\$ -	\$ -	\$ -
	Personnel	\$ 133,587.00	\$ 136,423.00	\$ 136,423.00	\$ 136,423.00	\$ 136,423.00

6709	Incidental Costs Assess	\$ 27,500.00	\$ 27,500.00	\$ 27,500.00	\$ 27,500.00	\$ 27,500.00
6710	Grounds Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
6718	Parking Lot Repair Assess	\$ -	\$ -	\$ -	\$ -	\$ -
6719	Tree Care Assess	\$ -	\$ -	\$ -	\$ -	\$ -
6720	Contracted LS Services	\$ 395,900.00	\$ 403,560.00	\$ 403,560.00	\$ 403,560.00	\$ 403,560.00
6960	Approp Redev/Collection Fees	\$ 7,302.00	\$ 2,625.00	\$ 2,625.00	\$ 2,625.00	\$ 2,625.00
7950	COP Debt PV Fields	\$ 739,021.00	\$ 751,865.00	\$ 751,865.00	\$ 751,865.00	\$ 751,865.00
	Service and Supplies	\$ 1,169,723.00	\$ 1,185,550.00	\$ 1,185,550.00	\$ 1,185,550.00	\$ 1,185,550.00

Revenue Total	\$	1,337,576.00	\$ 1,426,744.00	\$ 1,426,744.00	\$ 1,426,744.00	\$ 1,426,744.00
Expense Total	\$	1,303,310.00	\$ 1,321,973.00	\$ 1,321,973.00	\$ 1,321,973.00	\$ 1,321,973.00
Grand Total	\$	34,266.00	\$ 104,771.00	\$ 104,771.00	\$ 104,771.00	\$ 104,771.00

RESOLUTION NO. 565

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT
ADOPTING THE 2016-2017 FISCAL YEAR BUDGETS**

WHEREAS, the Board of Directors of the Pleasant Valley Recreation and Park District (“District”) has reviewed and adopted the draft budgets for Fiscal Year 2016-2017;

NOW, THEREFORE, IT IS HEREBY RESOLVED, DETERMINED, AND ORDERED by the District Board of Directors as follows:

1. That the budget document which is on file with the Secretary of the Board be adopted as the final operating and capital budget for the District for the Fiscal Year 2016-2017.
2. That the amounts designated in the final Fiscal Year 2016-2017 budgets are hereby appropriated and may be expended by the departments or funds for which they are designated and such appropriation shall be neither increased nor decreased excepted herein.
3. That the following controls are hereby placed on the use and transfer of budgeted funds:
 - a. The General Manager is responsible for keeping expenditures within budget allocations for positions, salaries, operational expenses, and capital expenditures and may adopt budget policies as necessary to carry out that responsibility. No expenditure of funds shall be authorized unless sufficient funds have been appropriated by the Board or General Manager as described herein.
 - b. The Board must authorize any increase in the overall operating budget, capital budget, salary budget, and number of authorized regular personnel positions above the level identified in the final budget. The General Manager may authorize the hiring of temporary or part-time staff as necessary, within the limits imposed by the available funds in the budget.

PASSED AND ADOPTED by the Board of Directors of Pleasant Valley Recreation and Park District this 6th day of July, 2016, by the following vote:

AYES: _____
NAYS: _____
ABSENT: _____

 Mike Mishler, Chairman, Board of Directors
 PLEASANT VALLEY RECREATION
 AND PARK DISTRICT

Attested:

 Mark Malloy, Secretary
 PLEASANT VALLEY RECREATION
 AND PARK DISTRICT

POSITION ALLOCATION

<u>No. of Positions</u>	<u>FY 2016-17</u>	<u>No. of Year Round Part-time</u>
8	ADMINISTRATION	0
21	PARKS	2
7	RECREATION	0
36	TOTAL POSITIONS	2
	<u>Description</u>	
22	SEIU	2
14	OTHER	0
FY 2016-2017 Classification Title		
	<u>Admin (500)</u>	
1	General Manager	
1	Administrative Services Manager	
1	Accounting Specialist	
1	Human Resources Specialist	
1	Administrative Analyst	
1	Customer Service Representative Lead	
1	Customer Service Representative II	
1	Customer Service Representative I	
8		0
8	TOTAL ADMINISTRATION	0
	<u>Parks (400)</u>	
1	Park Services Manager	
1	Park Supervisor	
3	Park Maintenance Lead Worker	
1	Mechanic	
1	Irrigation Specialist	
4	Grounds/Facilities II	
10	Grounds/Facilities I	
	Customer Service Rep I	1
	Lead Park Ranger	1
21		2
21	TOTAL PARKS	2

Rec (300)

1	Recreation Services Manager	
3	Recreation Supervisor	
1	Recreation Coordinator	
1	Recreation Specialist	
1	Program Specialist	
<hr/>		<hr/>
7		0
<hr/>		<hr/>
7	TOTAL RECREATION	0
<hr/>		<hr/>
36	TOTAL POSITIONS	2

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: July 6, 2016

SUBJECT: CONSIDERATION AND APPROVAL TO SELECT A REPRESENTATIVE TO THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) BOARD OF DIRECTORS FOR 2016 ELECTIONS FOR SEAT B

RECOMMENDATION

It is recommended that the Board approve the official ballot selecting a representative to the CSDA Board of Directors for Seat B for the 2016 Board Elections.

BACKGROUND

The California Special Districts Association (CSDA) is in the process of an election for a representative to the CSDA Board of Directors in the Coastal Network Seat B. Each candidate is either a board member or management-level employee of a member district.

There are three candidates listed on the ballot: Anthony Kalvans, San Miguel Community Services District; Jeff Hodge, Santa Ynez Community Services District; and Sharon Rose, Goleta Sanitary District.

The selected member must serve until 2019 and attend the required meetings.

ANALYSIS

The official ballot must be submitted no later than August 5, 2016. Each member district can vote for only one (1) candidate.

FISCAL IMPACT

There is no fiscal impact associated with this action.

RECOMMENDATION

It is recommended that the Board approve the official ballot selecting a representative of their choice for the CSDA Board of Directors 2016 Election Seat B.

ATTACHMENTS

- 1) CSDA Board Candidate Information Sheet (6 pages)



California Special
Districts Association
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/minute order:

Name: Anthony Kalvans
 District/Company: San Miguel community Services District
 Title: Director
 Elected/Appointed/Staff: Elected
 Length of Service with District: 3 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

only in county chapter

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

VP San Miguel Advisory Council, VP
SLO county chapter CSDA, citizens transportation advise
and water resources advisory committee

4. List civic organization involvement:

vice president San Miguel lions club,

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.

Jeff is currently the General Manager of the Santa Ynez Community Services District.

Jeff has a Bachelor of Arts degree in Political Science and a Master's degree in Business Administration.

He has over 20 years' experience managing Special Districts in Colorado, Arizona and California. He has managed special districts that provided Fire, Police, Water, Sewer, Trash, Cemetery, Roads, Street Lights, Parks and Recreation, and Drainage.

Jeff has a California Grade IV Wastewater Plant Operator certification and the highest Wastewater treatment certification level in Colorado and Arizona, He also holds certification in Water Treatment and Water Distribution in Arizona. He was elected to a Fire District Board and Park and Recreation District Board for four years.

Jeff was instrumental in helping form a Park and Recreation District in Southern Colorado.

He was appointed to an airport advisory board in Colorado and Arizona and is a two time past president of different local Rotary Clubs.

He has experience in writing, introducing and shepherding legislation for Special Districts, permitting and constructing new water and wastewater facilities and upgrading existing facilities.

Jeff is married to Christine and has two daughters and one granddaughter.

Jeff enjoys flying, sailing, kayaking and exploring all the great things California and the world has to offer.

Jeff Hodge



California Special Districts Association
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jeff Hodge

District/Company: Santa Ynez Community Services District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 2.5 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

None

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Association of California Water Agencies (ACWA), California Association of Sanitation Agencies (CASA).

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

None

4. List civic organization involvement:

None

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.**

Dear CSDA Members:

My name is Sharon Rose. I have served as an elected board member of Goleta Sanitary District for three and a half years. I have also served actively in two statewide associations engaged in passing legislation: The Golden State Manufactured Home Owners League and The CA Tobacco Control Program.

My professional experience includes: government and non-profit management, private industry news media and raising a family.

After years in public service in the High Sierras, I moved to the Central Coast 11 years ago. I feel my skills will help CSDA meet their organizational needs, both in Sacramento and at the chapter level.

Local government is the strongest branch of our democracy. It's where "we the people" know each other personally and get things done. As a former county official who served in rural and urban areas, I learned the value of finding common goals, innovation and vision. Good governance exists in the smallest and largest places. It builds trust; which in turn builds healthy, resilient communities.

With politics as our backdrop, we know the wind changes. What's important to me is when change occurs, good people remain who are dedicated to working together—regardless of alliance. I know we all share a common goal of protecting California's quality of life—economically, socially and environmentally.

The drought crisis, coupled with energy and economic challenges, teach the future calls for innovation and collaboration.

My toolkit includes a willingness to serve, an open mind, creativity, collaborative decision-making and networking, communications and fundraising skills, a sense of humor, the ability to listen, a willingness to study the issues, ability to borrow and share ideas, and the ability to compromise.

Thank you. I respectfully request your vote to the CSDA board.

Sharon Rose

Goleta, California



California Special Districts Association
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/minute order.

Name: Sharon Rose

District/Company: Goleta Sanitary

Title: Board President

Elected/Appointed/Staff: Elected

Length of Service with District: 4 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Attend local chapter meetings

Attended first governance academy

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

GSMDL - Golden State Manufactured Homeowners League

CA Dept. of Health -

4. ^{CIVIC} List local government involvement (such as LAFCo, Association of Governments, etc.):

SCAMP - Vice President (So. Coast Alliance of Mobile Home Park Residents)

Member: The Goleta Coalition, CSDA - local Chapter

University Park Homeowners Association (President)

3 ^{govt.} 4. List organization involvement:

Goleta Sanitary Board member (President)

Retired: Santa Barbara Co. Alcohol & Drug Program Prevention Manager

**Candidate Statement -- Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.

CSDA BOARD OF DIRECTORS 2016 ELECTION



**COASTAL
NETWORK**

SEAT B
term ends 2019

Please vote for only one.

- Anthony Kalvans**
San Miguel Community Services District
- Jeff Hodge**
Santa Ynez Community Services District
- Sharon Rose**
Goleta Sanitary District

*All fields must be completed for ballot to be counted. * incumbent running for re-election*

SIGNATURE:	DATE:
MEMBER DISTRICT:	

Must be received by **5pm, August 5, 2016**. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: July 6, 2016

SUBJECT: UPDATE AND DISCUSSION REGARDING MINIMUM WAGE

RECOMMENDATION

The intent of this report is to provide the Board with information regarding Senate Bill 3 passage of the increased minimum wage mandate.

BACKGROUND

On April 4, 2016 Governor Jerry Brown signed legislation referred to as Senate Bill (SB) 3 that will raise California's minimum wage to \$15/hour by 2022. Under the legislation, California's \$10/hour minimum wage will increase to \$10.50 in January 2017, then to \$11 on January 1, 2018. The minimum wage will then go up by a dollar in each year until it reaches \$15/hour in 2022, after which it will continue to rise each year by the lesser of 3.5 percent and the rate of change in the averages of the most recent July 1 to June 30 period for the United States Bureau of Labor Statistics non-seasonally adjusted United States Consumer Price Index for Urban Wage Earners and Clerical Workers. Each adjusted minimum wage increase calculated under this subdivision shall take effect on the following January 1.

CA Minimum Wage	
2016	\$10.00
2017	\$10.50
2018	\$11.00
2019	\$12.00
2020	\$13.00
2021	\$14.00
2022	\$15.00
2023	\$15.00 + Index

On or before July 28, 2017, and on or before every July 28 thereafter until the minimum wage is a specified amount for employers employing 26 or more employees, the bill would require the Director of Finance to annually determine, based on certain factors, whether economic conditions can support a scheduled minimum wage increase and certify that determination to the Governor and the Legislature. Factors which will contribute to the Director of Finance's determination will be: 1) total nonfarm employment numbers, 2) retail sales and use tax cash receipts, 3) if the state can ensure the state General Fund fiscal condition can support the next scheduled minimum wage increase, and 4) if the state General Fund would be in a deficit in the current fiscal year, or in either of the following 2 fiscal years.

ANALYSIS

The chart below represents the difference from the \$10/hour wage vs. the increase to \$15/hour wage with all benefits included (**Vendors/Other Agencies**).

Hourly Wage	Annual Wages	FICA SS	FICA MC	SDI	SUTA	FUTA	Workers Comp	Total
\$10.00	\$20,800	\$1289.60	\$301.60	\$187.20	\$1289.60	\$124.80	\$120.64	\$24,113.44
\$15.00	\$31,200	\$1934.40	\$452.40	\$280.80	\$1934.40	\$187.20	\$180.96	\$36,170.16
Variance	\$10,400	\$644.80	\$150.80	\$93.60	\$644.80	\$62.40	\$60.40	\$12,056.72

The chart below represents the difference from the \$10/hour wage vs. the increase to \$15/hour wage with **District** paid benefits.

Hourly Wage	Annual Wages	FICA MC	Workers Comp	Total
\$10.00	\$20,800	\$301.60	\$120.64	\$21,222.24
\$15.00	\$31,200	\$452.40	\$180.96	\$31,833.36
Variance	\$10,400	\$150.80	\$60.40	\$10,611.12

For Fiscal Year 14/15 part-time restricted staff worked a total of 36,115 hours for a total cost of \$421,647. Salaries ranged from \$9.47/hour for a recreation aid to \$30/hour for an Administrative Services Worker and the average salary was \$10.98/hour. From June 2015 thru May 2016, part-time employees for the District who made under \$10.50/hour totaled approximately 8,000 hours. Additionally, for fiscal year 2015-2016, part-time restricted staffing hours for all employees is approximately 22,000 hours to date which equates to \$307,000. The average salary for part-time restricted employee is currently \$12.72/hour.

The chart below is an example of how the minimum wage increase will affect a recreation budget for every 2,080 hours added.

After School Program @ 25,986 Hours

Year	Hourly Wage	Wages	Full Tax Burden	Total	Variance
2016	\$10	\$259,860	\$41,395	\$301,255	
2017	\$10.50	\$272,853	\$43,465	\$316,318	\$15,062
2018	\$11	\$285,846	\$45,535	\$331,381	\$15,062
2019	\$12	\$331,832	\$49,674	\$381,506	\$50,125
2020	\$13	\$337,818	\$53,814	\$391,632	\$10,125
2021	\$14	\$363,804	\$57,953	\$421,757	\$30,125
2022	\$15	\$389,790	\$62,093	\$451,883	\$30,125

Other considerations the District will need to examine are: 1) seasonal maintenance employees, 2) recreational staffing, 3) cost of contracts, 4) cost of goods and services, 5) cost of maintenance repairs, and 6) retaining quality staff.

Not only is the minimum wage affected but so is the “Exempt” employee. The current Department of Labor (DOL) threshold for an exempt employee will be increased to \$47,476 in December 2016. This amount is based on a census taken of the four regions: Northeast, Midwest, South, and West. The DOL has based the \$47k rate using the 40th percentile of earnings for each region and will continue to use the lowest 40th percentile of the four regions as the base of subsequent increases.

	Minimum Wage	Exempt Wage
2016	\$10	\$47,476
2017	\$10.50	
2018	\$11	
2019	\$12	
2020	\$13	
2021	\$14	
2022	\$15	

FISCAL IMPACT

There is no fiscal impact at this time.

RECOMMENDATION

The intent of this report is to provide the Board with information regarding Senate Bill 3 passage of the increased minimum wage mandate.

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Bob Cerasuolo, Park Services Manager

DATE: July 6, 2016

**SUBJECT: CONSIDERATION AND APPROVAL OF TURF
CLOSURE POLICY**

RECOMMENDATION

It is recommended the Board consider and approve that passive use park turf closure periods, which last longer than seven days, be presented to the District Policy Committee prior to closure unless deemed an emergency by the General Manager.

BACKGROUND

The District's annual refurbishment of sports fields involves grading, aerating, seeding and topdressing, sod replacement, and then approximately 4-6 weeks of increased watering and rest. This increase in irrigation is to establish the grass seed/sod. The current ongoing severe California drought, rapidly escalating water prices, and statewide policies and laws encouraging the reduction in the use of outdoor water (especially turf), are all factors which collectively require the Pleasant Valley Recreation and Park District to carefully consider the amount of turf in its parks as well as how to manage turf.

The District has made a significant multi-year investment in annual refurbishments as well as keeping the fields playable and safe for permitted groups. Year-round turf has been irrigated at a reduced rate due to the water restrictions, but in combination with the high use of the fields – compacting the soil, creating ruts, and wearing the turf to bare dirt - annual refurbishments are necessary for the sports field play surface to recover.

The District has instituted turf closures since 2007-2008. The following turf closures have taken place over the years:

1. Freedom Park fields when the fields were used for both soccer as well as adult softball. Freedom Park fields had typically closed after the Strawberry Cup for six to eight weeks and then reopened.
2. Pleasant Valley Fields have seen both rest periods as well as field renovations since the opening of the field in 2010 and during the following months; December, Mid-March to early May, Mid-June thru late July. As the amount of usage as well as tournaments have increased since the opening of the fields, it has been necessary to close the fields for rest

periods. Currently, there is over 3,500 hours/year of usage by our Community Service Groups on these fields.

3. Mission Oaks Park grass areas were closed in 2009 for sod replacement and have been closed periodically for dethatching.
4. Bob Kildee Park fields were closed in 2009 for field renovations and sod replacement, dethatching and skinning of the infield and then in 2015, Kildee #2 was closed for a field renovation.
5. Springville Dog Park has closed for minor turf renovations since the park was opened. Typically, it has closed twice a year for different lengths of time depending on the needs of the park. Items such as aerating, re-seeding, fertilization, and top dressing have been a few of the items that have taken place within the park.

Sports Field Maintenance Schedule

Sports Field	Mow Schedule	Fertilization	Aeration	Pre-emergent	Broad Leaf	Closure Period
Pleasant Valley Fields	1-2 x weekly	8-10 x annually	8 x annually	2 x annually	As Needed	Mid March – Late April, Mid June – Late July, December
Freedom	1-2 x weekly	4 x annually	3-4 x annually	As Needed	As Needed	Late July – End August
Bob Kildee	1 x weekly	3 x annually	2 x annually	Non	As Needed	Scheduled Around Season

ANALYSIS

The activities that take place on turf each affect the turf differently. Soccer has had a devastating effect on turf because of its huge growth over the past 20 years. Every park with an open area without any trees, has become a soccer field to some degree and because there are so many teams and games playing later into the season (November & December) and starting earlier in the spring (February & March), the turf has difficulty growing as quickly as it should. Also, soccer tends to concentrate the worst wear in front of the goal mouth where the turf is exposed to the cleats digging in. There is greater compaction because of the amount of traffic, and there is a scuffing action of kicking the ball across the surface of the grass, as well as tearing occurs in sudden changes of direction in front of a goal.

Baseball and softball show wear only in the areas of high traffic (out-fielder positions). The turf simply gets worn down from the top rather than torn with cleats as with other sports. Current usage at both Bob Kildee/Los Altos and Mission Oaks softball fields are as follows: 1) Bob Kildee has over 3,500 hours of usage/year and an attendance of over 42,000/year and 2) Mission Oaks softball fields have over 3,000 hours of usage/year and attendance over 119,500/year.

Tournament and sports clinics are especially hard on turf because they concentrate so much more play into all the daylight hours available in order to accommodate as many teams and players as possible. There are increased maintenance needs in order to help the turf withstand the extra

play or to recover from the play. The higher the wear level, the higher the maintenance level in order to keep the fields in pristine condition. Currently at Pleasant Valley Fields, there are approximately 8 tournaments/year and practice and games, etc. equate to over 3,406 hours of usage, and approximately 263,500 people/year.

Dog parks are high maintenance facilities that require sufficient staffing and continuous upkeep. While decomposed granite (DG) is the most durable dog park surface, it is not always the surface of choice by dog owners. Water requirements for DG is less, uses less energy as well as holds up during inclement weather. The continued concerns with grass are the amount of water needed, compaction, continued maintenance as well as the continued cost of upkeep and repairs.

As mentioned previously Springville Dog Park has been closed to address these issues and it typically costs the District \$3,000 - \$5,000 for renovations. Staff currently estimates the dog park hours of usage are over 3,000 hours/year with an average of over 100 dogs/day which would equate to 32,300 dogs using the park on a yearly basis. Mission Oaks Dog Park was closed for the first time due to the stress on the turf from both dog park usage as well as the past Mud Run. Staff estimates the number of dogs using this park to be about the same, but the hours are more condensed.

With the increase and continual use of these locations as well as water restrictions at Freedom East/West, the Community Center and the Mission Oaks Dog Park, staff has begun to monitor the turf to examine the needs for turf closures and/or turf renovations as well as increasing maintenance levels.

FISCAL IMPACT

This action has no fiscal impact at this time.

RECOMMENDATION

It is recommended the Board approve that passive use park turf closure periods, which last longer than seven days, be presented to the District Policy Committee prior to closure unless deemed an emergency by the General Manager.

10. INFORMATIONAL ITEMS, which do not require action, will be reported by members of the Board and staff:

- A. Chairman Mishler
- B. Ventura County Special District Association/California Special District Association
- C. Santa Monica Mountains Conservancy
- D. Standing Committees – Finance, Personnel and Policy
- E. Foundation for Pleasant Valley Recreation and Parks
- F. General Manager's Report