

TO: Parks & Recreation Board
FROM: Chris Deal, Parks & Recreation Director
SUBJECT: Year to Date Budget Update
DATE: June 28, 2023

INTRODUCTION

A printout copy of the year-to-date budget is provided for the Park Board for review. This information was shared with the Finance Committee. A summary of each division's bottom line is provided in this memo.

DISCUSSION

With staff review of the year-to-date budget for the Parks & Recreation Department, there are no "major concerns" within the budget to report. With 8 months of actual revenue and expense, as divided by a full year (12 months), we are approximately 66.70% along in the budget year, which leaves 31.30% remaining. Using percentage as a gage, for income and expense, each division percentage is highlighted on the budget print out and listed in this memo.

Revenue – Currently Revenue is 47.16% remaining. As stated to the Park Board before, our largest amount of revenue comes in over the summer with summer Day Camp and the Outdoor Pool, so we are in a good position with revenue at this time.

Administrative Expense (General) – Expenses for the General Administrative category shows 45.52% percentage remaining in expenses. It is anticipated that this division may go over in salary expenses by year end, with the addition of the Interim Director salary and overtime pay from support staff. However, the Recreation Division will be underspent in salaries from not filling the Recreation Superintendent position.

Maintenance (Park Maintenance) – Expenses for the Parks Maintenance division shows 58.10% percent remaining, which is a bit higher with less salaries from not having all full-time positions filled. Also, Public Works transfer of salaries has not been entered yet, but I am told by the Finance Director that this will not exceed our budgeted amount for this category.

Recreation Programs – Expenses for Recreation Programs shows 65.53 percent remaining. As stated before, the highest expenses for the Recreation Division come over the summer months with Summer Day Camp and the Outdoor Pool, so this percentage will change over the next few months.

Community Center - Expense for the Community Center shows 30.39% percentage remaining in this division. With the high expenses of the Indoor Pool and transfer of fund balance, this creates some variations within this category.

Expense Total – The Total expense percentage remaining is 51.82% for the entire Parks & Recreation Department. As stated before, there are different variations within our budget, such as seasonal activities and different times of expense and collections.

RECOMMENDATION/ACTION REQUIRED

As stated at the start of this memo, there are no major concerns within this budget report. This year-to-date budget memo was reviewed by the Finance Committee and provided for your information only. Staff will be happy to answer any questions that the Parks & Recreation Board may have. Thank you.