



**ASHLAND PARKS AND
RECREATION
COMMISSION – 23/25
BUDGET
PRESENTATION**

Michael Black, AICP

REVIEW CURRENT BUDGET PROCESS/ DATES

2

- **January 24, 2023 (DONE)**
 - Overview of the potential budget challenges at the annual goal setting meeting
- **February 8, 2023; Ashland Parks and Recreation Commissioner Public Meeting**
- **Optional Second Budget Review Meeting** – Special Meeting, scheduled as needed (between 2/9/23 and 3/1/23).
- **March 1, 2023; Ashland Parks and Recreation Commissioner Special Public Meeting**
- **March 7, 2023; City Council Meeting**
 - Presentation of APRC 23/25 Biennial Budget to the City Council
- **Citizen Budget Committee Meetings** – We will present to the CBC at one of these meetings; The CBC will subsequently make a recommendation on the full City/Parks budget to the City Council.
 - April 27, 2023
 - May 4, 2023
 - May 11, 2023
- **City Council Budget Review and Adoption;** The City Council must approve a budget and set a tax rate by June 20th.
 - June 6, 2023
 - June 20, 2023

QUESTIONS FROM COMMISSIONERS

- The increase in proposed City of Ashland General Fund Revenue from the City is 14% (\$1,568,005) increase from the current Biennium.
 - The City General Fund accounts for 75%-78% of all revenues for APRC
 - The remaining revenue comes from fees for services and other resources not dependent on the City's General Fund
- The total increase in the Approved APRC Budget from 21/23 to the proposed budget for 23/25 is 9%
 - The total increase from the amended budget, which was done in June of 2022, and represents the one-time effects in budget due to a City General Fund budget deficit, is up 16%. This is the budget that we cut \$790,000 from.
- The 21/23 Biennium Budget was amended due to a “budget shortfall” in the City's General Fund. All comparisons to 21/23 Biennium by staff should be based on the 7/1/21 Council Approved 21/23 Budget.
- The Recreation Admin department has been moved into the Administration Department for the 24/25 Biennium. The addition of the Rec Admin and the Parks Superintendent position account for the increase in the administrative budget.

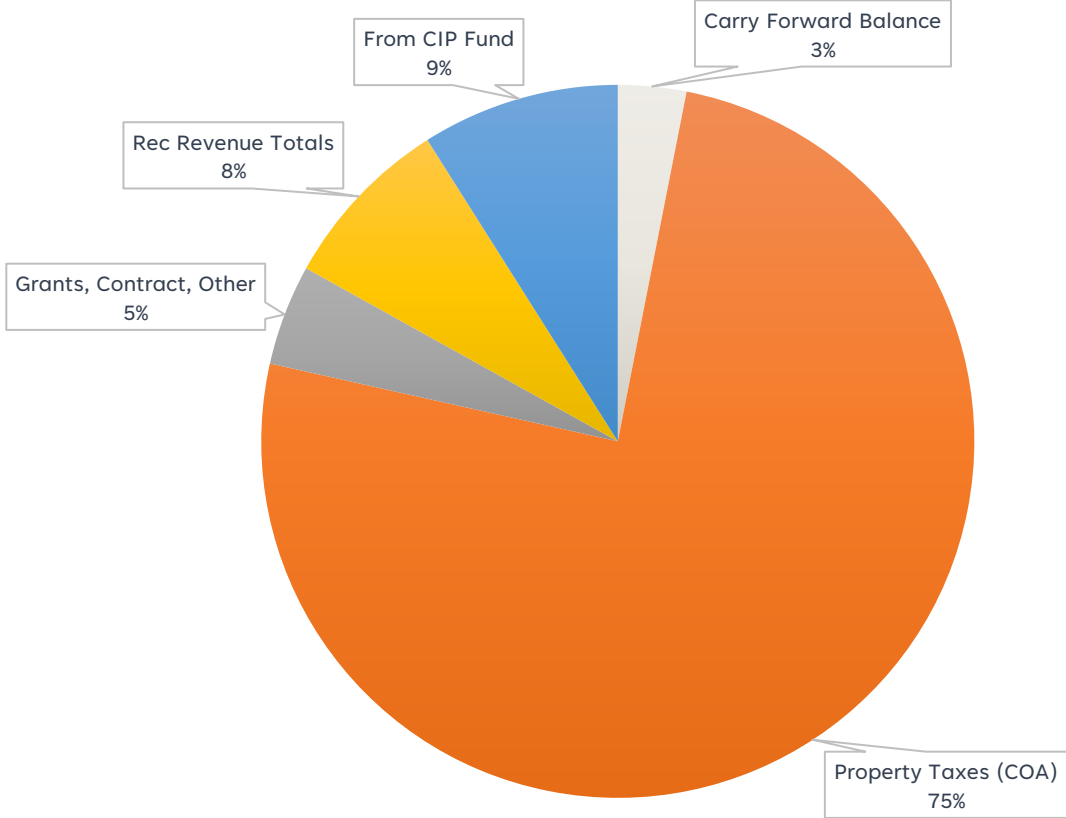
QUESTIONS CONT. – GRANTS, CONTRACT, OTHER

Parks General Fund Revenue	FY 22 BUDGET	FY23 BUDGET	FY 24 PROJECTION	FY25 PROJECTION
Carry Forward Fund Balance		\$ 754,606	\$ 257,921	\$ 192,937
Food and Beverage Tax (see below B:50)		\$ -		
Administration Grants		75,000.00	\$ 25,000	\$ 25,000
Operations Grants				
Recreation Grants				
Nature Center Grants				
Senior Services Grants				
Golf Grants				
Parks Grants (APF MEMORIALS/AJG)	\$ 103,157	15,000.00	\$ 105,000	\$ 105,000
City of Ashland	\$ 5,447,828	5,552,939.00	\$ 6,284,386	\$ 6,284,386
Other Maintenance Agreements	\$ 48,224	49,000.00	\$ 50,470	\$ 50,470
City Area Maintenance	\$ 186,461	189,131.00	\$ 200,000	\$ 200,000
General Fund Totals	\$ 5,785,670	\$ 6,635,676	6,922,777	6,857,793

FOOD/BEV. EXPENSES IN OPERATIONS

OPERATIONS		FY 24 PROJECTION	FY25 PROJECTION
121200 602112	<i>Irrigation Maintenance</i>	\$ 25,000	\$ 25,000
121200 602220	<i>Building Maintenance</i>	\$ 150,000	\$ 150,000
121200 602351	<i>Disposal & Sanitary Service</i>	\$ 25,000	\$ 25,000
121200 602352	<i>Custodial</i>	\$ 15,000	\$ 15,000
121200 602353	<i>Grounds Care</i>	\$ 21,000	\$ 21,000
121200 602354	<i>Fertilizer</i>	\$ 5,775	\$ 5,775
121200 604100	<i>Professional Services</i>	\$ 225,770	\$ 225,770
121200 604105	<i>Urban Tree Service & Pruning</i>	\$ 15,000	\$ 15,000
121200 704001	<i>Parks Improvements</i>	\$ 100,000	\$ 100,000
121200 704100	<i>Capital Outlay</i>	\$ 75,000	\$ 75,000
	sub-total	\$ 657,545	\$ 657,545
OPEN SPACE/TRAILS			
0211.05.12.70.00.601670.	<i>Trails Work</i>	\$ 25,000	\$ 25,000
0211.05.12.70.00.602118.	<i>General Maintenance</i>	\$ 5,000	\$ 5,000
0211.05.12.70.00.602325.	<i>Forestry/Trail Maintenance</i>	\$ 25,000	\$ 25,000
0211.05.12.70.00.604106.	<i>Forestry</i>	\$ 35,000	\$ 35,000
	sub-total	\$ 90,000	\$ 90,000
	total	\$ 747,545	\$ 747,545

REVENUE SOURCES



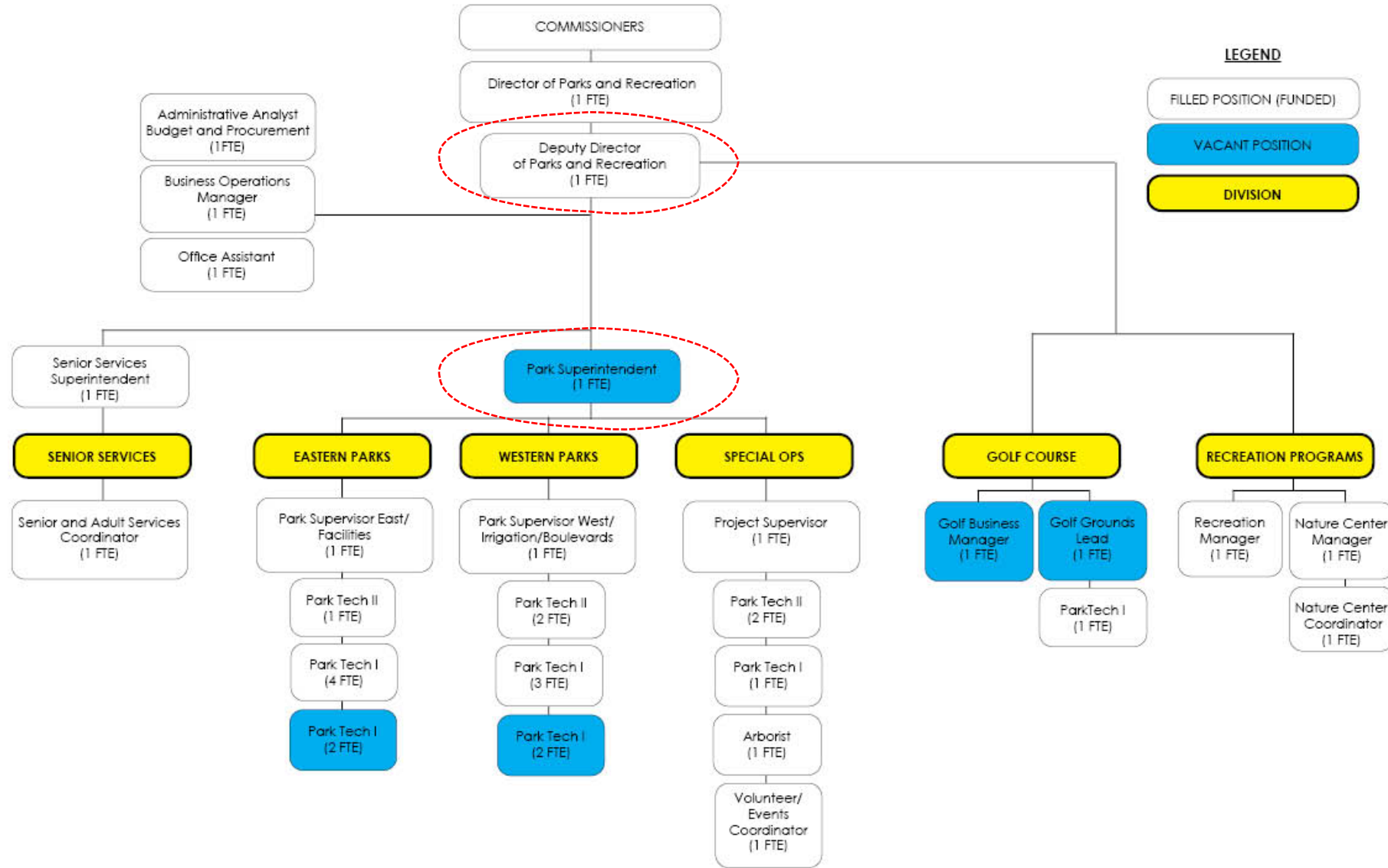
2023/25 APRC Budget

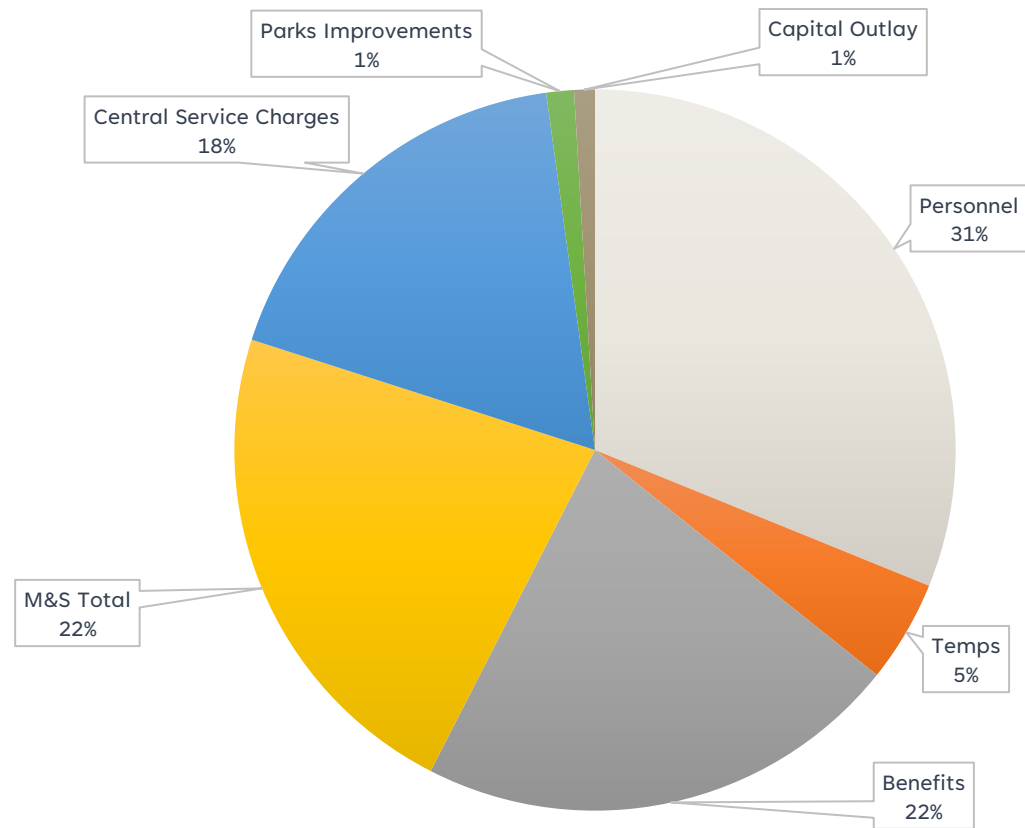
APRC REVENUE 21/23 AND 23/25

Parks Fund Revenue	FY 22 Amended Actual		FY23 Amended		BN FY21/23	Proposed FY24	Proposed Totals FY25	BN FY24/FY25				
Carry Forward Balance	\$	412,137	\$	342,469	\$	754,606	\$	257,921	\$	192,937	\$	450,858
City of Ashland	\$	5,447,828	\$	5,552,939	\$	11,000,767	\$	6,284,386	\$	6,284,386	\$	12,568,772
Grants, Contract, Other	\$	337,842	\$	328,131	\$	665,973	\$	380,470	\$	380,470	\$	760,940
Rec Revenue Totals	\$	779,067	\$	750,850	\$	1,529,917	\$	663,500	\$	663,500	\$	1,327,000
From CIP Fund	\$	50,000	\$	435,000	\$	485,000	\$	747,545	\$	747,545	\$	1,495,090
Proposed Revenue	\$	7,026,874	\$	7,409,389	\$	14,436,263	\$	8,333,822	\$	8,268,838	\$	16,602,660
Total Proposed Operating Expenses	FY 22 Amended Actual		FY23 Amended			Proposed FY24	Proposed Totals FY25	BN FY24/FY25				
COA Internal Charges- Central Service, Insurance, Fleet	\$	1,361,026	\$	1,361,024	\$	2,722,050	\$	1,446,082	\$	1,446,082	\$	2,892,164
Admin	\$	462,942	\$	482,711	\$	945,653	\$	917,018	\$	932,349	\$	1,849,367
Open Space-Forestry & Trails	\$	730,772	\$	1,041,616	\$	1,772,388	\$	711,764	\$	725,682	\$	1,437,447
Operations	\$	2,580,090	\$	2,506,046	\$	5,086,136	\$	3,198,672	\$	3,297,050	\$	6,495,723
Rec Programs	\$	430,935	\$	639,529	\$	1,070,464	\$	548,709	\$	562,928	\$	1,111,637
Nature Center	\$	255,121	\$	270,369	\$	525,490	\$	286,126	\$	295,975	\$	582,101
Golf	\$	613,303	\$	585,060	\$	1,198,363	\$	588,498	\$	609,019	\$	1,197,517
Senior Services	\$	368,684	\$	352,751	\$	721,435	\$	386,952	\$	399,752	\$	786,704
Contingency	\$	224,000	\$	-	\$	224,000	\$	250,000			\$	250,000
					\$	-						
Total	\$	7,026,874	\$	7,239,106	\$	14,265,980	\$	8,333,822	\$	8,268,838	\$	16,602,660

APRC

Parks Fund Revenue	BN FY21/23	Proposed FY24	Proposed Totals FY25	BN FY24/FY25
Carry Forward Balance	\$ 754,606	\$ 257,921	\$ 192,937	\$ 450,858
City of Ashland	\$ 11,000,767	\$ 6,284,386	\$ 6,284,386	\$ 12,568,772
Grants, Contract, Other	\$ 665,973	\$ 380,470	\$ 380,470	\$ 760,940
Rec Revenue Totals	\$ 1,529,917	\$ 663,500	\$ 663,500	\$ 1,327,000
From CIP Fund	\$ 485,000	\$ 747,545	\$ 747,545	\$ 1,495,090
Proposed Revenue	\$ 14,436,263	\$ 8,333,822	\$ 8,268,838	\$ 16,602,660
Total Proposed Operating Expenses		Proposed FY24	Proposed Totals FY25	BN FY24/FY25
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Admin	\$ 945,653	\$ 917,018	\$ 932,349	\$ 1,849,367
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	\$ -			
Total	\$ 14,265,980	\$ 8,333,822	\$ 8,268,838	\$ 16,602,660



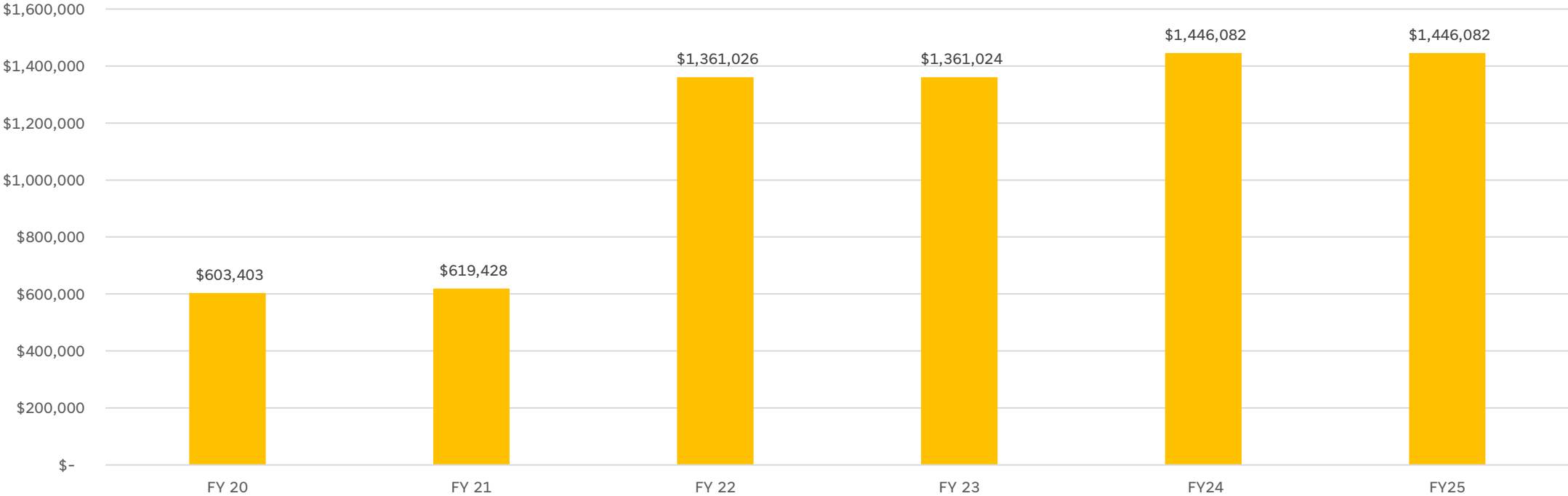


APRC ADMINISTRATION

Parks Administration	FY 22 Actual	FY 23 Budgeted	FY24	FY25	Total BN 24/25
Personnel	\$ 232,733	\$ 150,483	\$ 604,349	\$ 622,180	\$ 1,226,529
Temps	\$ -	\$ 3,400	\$ -	\$ -	\$ -
Benefits	\$ 135,948	\$ 134,168	\$ 214,669	\$ 214,669	\$ 429,338
Admin Personnel Total	\$ 368,681	\$ 288,051	\$ 819,018	\$ 836,849	\$ 1,655,867
Supplies, Rentals, Advertising	\$ 18,574	\$ 34,400	\$ 51,500	\$ 49,000	\$ 100,500
Professional Services	\$ 72,932	\$ 147,555	\$ 27,500	\$ 27,500	\$ 55,000
Training and Dues	\$ 2,755	\$ 12,705	\$ 19,000	\$ 19,000	\$ 38,000
Administration M&S Total	\$ 94,261	\$ 194,660	\$ 98,000	\$ 95,500	\$ 193,500
Central Service Charges	\$ 1,361,026	\$ 1,361,024	\$ 1,446,082	\$ 1,446,082	\$ 2,892,164
Total Proposed Admin Budget	\$ 1,823,968	\$ 1,843,735	\$ 2,363,100	\$ 2,378,431	\$ 4,741,531

CITY OF ASHLAND FEES

COA Internal Fees- Central Service, Insurance Fleet Maintenance



PARKS OPERATION

Parks Operations	FY 22 Actual	FY 23 Budgeted	FY24	FY25	Total BN 24/25
Personnel	\$ 901,852	\$ 914,517	\$ 961,625	\$ 990,474	\$ 1,952,099
Temps	\$ 33,506	\$ 50,000	\$ 50,000	\$ 50,000	\$ 100,000
Benefits	\$ 712,261	\$ 707,724	\$ 788,296	\$ 827,190	\$ 1,615,487
Operations Personnel Total	\$ 1,647,620	\$ 1,672,241	\$ 1,799,921	\$ 1,867,664	\$ 3,667,586
Supplies, Uniforms, Small Tools	\$ 65,331	\$ 80,250	\$ 100,591	\$ 104,288	\$ 204,879
Maintenance	\$ 50,631	\$ 68,000	\$ 233,537	\$ 250,975	\$ 484,512
Fuel and Utilities	\$ 414,697	\$ 386,475	\$ 441,601	\$ 451,049	\$ 892,650
Professional Services	\$ 204,309	\$ 190,000	\$ 315,770	\$ 315,770	\$ 631,540
Other	\$ 3,687	\$ 25,000	\$ 15,000	\$ 15,000	\$ 30,000
Fleet Equipment Replacement	\$ 100,000	\$ 50,000	\$ 105,000	\$ 105,000	\$ 210,000
Training and Dues	\$ 8,815	\$ 9,080	\$ 12,252	\$ 12,304	\$ 24,556
Operations M&S Total	\$ 847,470	\$ 808,805	\$ 1,223,751	\$ 1,254,386	\$ 2,478,137
Parks Improvements	\$ 85,000	\$ 25,000	\$ 100,000	\$ 100,000	\$ 200,000
Capital Outlay	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ 150,000
Total Proposed Operations Budget	\$ 2,580,090	\$ 2,506,046	\$ 3,198,672	\$ 3,297,050	\$ 6,495,723

OPEN SPACE AND TRAILS

Open Space & Trails	FY 22 Actual	FY 23 Budgeted	FY24	FY25	Total BN 24/25
Personnel	\$ 242,963	\$ 348,138	\$ 325,628	\$ 336,482	\$ 662,111
Temps	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 50,000
Benefits	\$ 188,963	\$ 242,570	\$ 251,286	\$ 254,350	\$ 505,636
Open Space & Trails Personnel Total	\$ 674,889	\$ 963,846	\$ 601,914	\$ 615,832	\$ 1,217,747
Supplies, Uniforms, Small Tools	\$ 6,599	\$ 5,550	\$ 6,350	\$ 6,350	\$ 12,700
Maintenance	\$ 49,284	\$ 61,100	\$ 90,000	\$ 90,000	\$ 180,000
Professional Services	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 20,000
Training and Dues	\$ -	\$ 1,120	\$ 3,500	\$ 3,500	\$ 7,000
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space & Trails M&S Total	\$ 55,883	\$ 77,770	\$ 109,850	\$ 109,850	\$ 219,700
Total Proposed Open Space & Trails Budget	\$ 730,772	\$ 1,041,616	\$ 711,764	\$ 725,682	\$ 1,437,447

RECREATION PROGRAMS

Recreation Program Expenses	FY 22 Actual	FY 23 Budgeted	FY24		FY25	Total BN 24/25
Personnel	\$ 105,694	\$ 108,835	\$ 85,842	\$ 88,267	\$ 174,109	
Temps	\$ 105,519	\$ 204,481	\$ 200,000	\$ 200,000	\$ 400,000	
Benefits	\$ 95,305	\$ 144,455	\$ 102,929	\$ 108,076	\$ 211,005	
Recreation Personnel Total	\$ 306,517	\$ 457,771	\$ 388,771	\$ 396,343	\$ 785,114	
Supplies	\$ 1,428	\$ 8,200	\$ 3,543	\$ 3,620	\$ 7,162	
Utilities	\$ 36,583	\$ 34,981	\$ 39,510	\$ 41,486	\$ 80,996	
Professional Services	\$ 22,243	\$ 54,077	\$ 24,023	\$ 25,224	\$ 49,247	
Recreation Program Expenses	\$ 64,163	\$ 84,500	\$ 92,863	\$ 96,256	\$ 189,118	
Recreation M&S Total	\$ 124,418	\$ 181,758	\$ 159,938	\$ 166,585	\$ 326,523	
Total Proposed Recreation Program Budget	\$ 430,935	\$ 639,529	\$ 548,709	\$ 562,928	\$ 1,111,637	

NATURE CENTER

Nature Center Expenses	FY 22 Actual	FY 23 Budgeted	FY24	FY25	Total BN 24/25
Personnel	\$ 134,536	\$ 137,967	\$ 146,532	\$ 150,838	\$ 297,370
Temps	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 20,000
Benefits	\$ 95,134	\$ 91,487	\$ 102,744	\$ 107,882	\$ 210,626
Nature Center Personnel Total	\$ 229,670	\$ 229,454	\$ 259,276	\$ 268,720	\$ 527,996
Supplies, Advertising, Signage	\$ 22,608	\$ 32,749	\$ 20,750	\$ 20,850	\$ 41,600
Utilities	\$ 584	\$ 566	\$ 600	\$ 630	\$ 1,230
Training and Dues	\$ 1,078	\$ 1,600	\$ 1,500	\$ 1,575	\$ 3,075
Program Expenses	\$ 1,181	\$ 6,000	\$ 4,000	\$ 4,200	\$ 8,200
Nature Center M&S Total	\$ 25,452	\$ 40,915	\$ 26,850	\$ 27,255	\$ 54,105
Total Proposed Nature Center Program Budget	\$ 255,121	\$ 270,369	\$ 286,126	\$ 295,975	\$ 582,101

OAK KNOLL GOLF COURSE

Oak Knoll Golf Course Expenses	FY 22 Actual	FY 23 Budgeted	FY24	FY25	Total BN 24/25
Personnel	\$ 183,500	\$ 168,751	\$ 203,768	\$ 209,803	\$ 413,571
Temps	\$ 68,609	\$ 85,591	\$ 75,000	\$ 75,000	\$ 150,000
Benefits	\$ 148,275	\$ 173,469	\$ 160,137	\$ 168,143	\$ 328,280
Golf Personnel Total	\$ 400,384	\$ 427,811	\$ 438,905	\$ 452,947	\$ 891,851
Clubhouse Services & Supplies	\$ 59,419	\$ 47,400	\$ 28,957	\$ 29,405	\$ 58,362
Food & related items	\$ 15,628	\$ 300	\$ 17,190	\$ 18,050	\$ 35,240
Grounds Care & Maintenance	\$ 18,859	\$ 36,103	\$ 20,745	\$ 21,782	\$ 42,527
Utilities	\$ 110,305	\$ 60,325	\$ 73,122	\$ 76,778	\$ 149,899
Professional Services	\$ 4,201	\$ 4,000	\$ 4,621	\$ 4,852	\$ 9,472
Advertising	\$ 2,560	\$ 3,000	\$ 2,816	\$ 2,957	\$ 5,773
Training and Dues	\$ 1,948	\$ 6,121	\$ 2,143	\$ 2,250	\$ 4,393
Golf M&S Total	\$ 212,920	\$ 157,249	\$ 149,593	\$ 156,073	\$ 305,666
Total Proposed Golf Budget	\$ 613,303	\$ 585,060	\$ 588,498	\$ 609,019	\$ 1,197,517

SENIOR SERVICES

Senior Services Expenses	FY 22 Actual	FY 23 Budgeted	FY24	FY25	Total BN 24/25
Personnel	\$ 184,987	\$ 153,739	\$ 189,886	\$ 195,537	\$ 385,423
Temps	\$ 124	\$ 7,250	\$ 10,000	\$ 10,000	\$ 20,000
Benefits	\$ 132,395	\$ 139,912	\$ 142,986	\$ 150,135	\$ 293,122
Senior Center Personnel Total	\$ 317,506	\$ 300,901	\$ 342,872	\$ 355,672	\$ 698,545
Supplies, Advertising, Maintenance	\$ 43,570	\$ 35,400	\$ 35,710	\$ 35,710	\$ 71,421
Professional Services	\$ 6,086	\$ 12,000	\$ 6,694	\$ 6,694	\$ 13,388
Utilities	\$ 1,158	\$ 1,200	\$ 1,274	\$ 1,274	\$ 2,548
Training and Dues	\$ 365	\$ 3,250	\$ 401	\$ 401	\$ 803
Senior Center M&S Total	\$ 51,178	\$ 51,850	\$ 44,080	\$ 44,080	\$ 88,159
Total Proposed Senior Center Program Budget	\$ 368,684	\$ 352,751	\$ 386,952	\$ 399,752	\$ 786,704

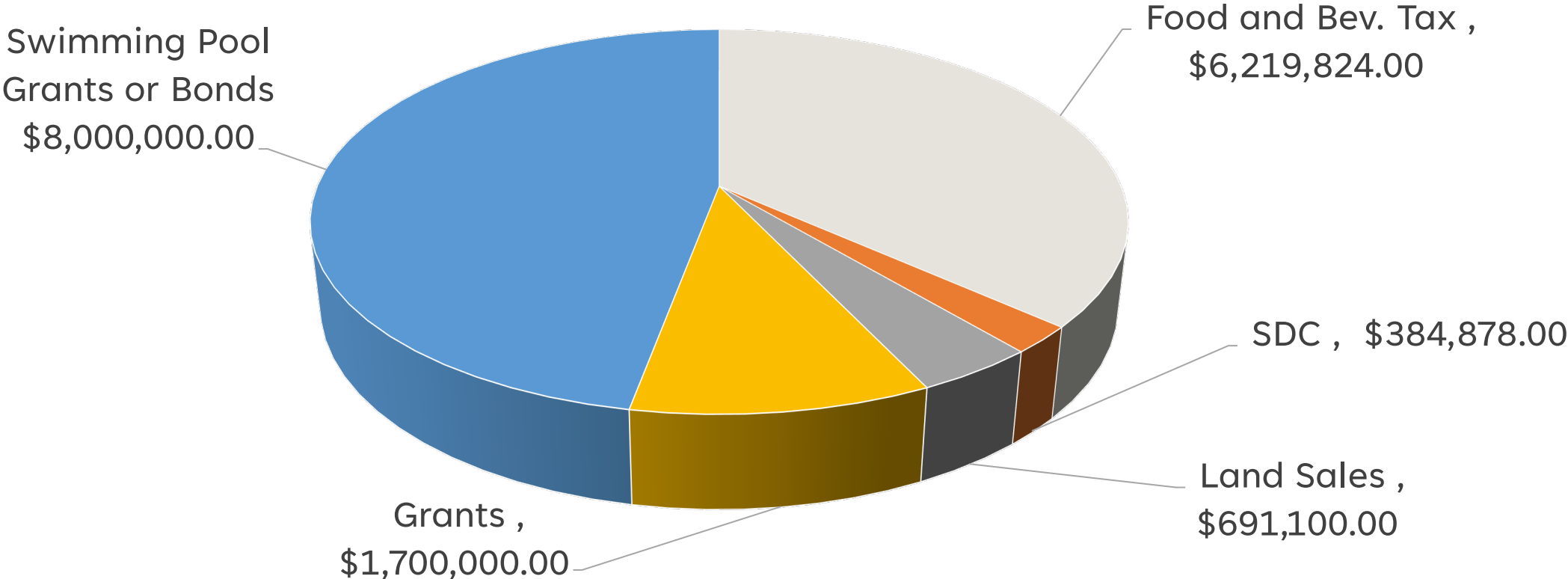
TOTAL EXPENSES

	FY 22 Actual	FY 23 Budgeted	FY24	FY25	Total BN 24/25
Personnel Total	\$ 3,945,266	\$ 4,340,075	\$ 4,650,678	\$ 4,794,027	\$ 9,444,705
M&S Total	\$ 1,411,581	\$ 1,513,007	\$ 1,812,062	\$ 1,853,729	\$ 3,665,791
Central Service Charges	\$ 1,361,026	\$ 1,361,024	\$ 1,446,082	\$ 1,446,082	\$ 2,892,164
Parks Improvements	\$ 85,000	\$ 25,000	\$ 100,000	\$ 100,000	\$ 200,000
Capital Outlay	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ 150,000
Total M&S and Personnel	\$ 6,802,874	\$ 7,239,106	\$ 8,083,822	\$ 8,268,838	\$ 16,352,660
Contingency	\$ 224,000		\$ 250,000		\$ 250,000
Total APRC General Fund Expenses	\$ 7,026,874	\$ 7,239,106	\$ 8,333,822	\$ 8,268,838	\$ 16,602,660

Description	2023/25 Budget Proposal	FY 2023/24				FY 2024/25			
		F&B	SDC	Other (grant/loan)	2019-20 Totals	F&B	SDC	Other (grant/loan)	2022-23 Totals
Dept Payments (Calle, Briscoe, Garfield)	374,734	187,687			187,687	187,047			187,047
Real Estate Acquisition	384,878	-	234,878		234,878		150,000		150,000
Repair Perozzi Fountain @ Lithia Park	650,000	-		650,000	650,000			-	-
Japanese Garden	100,000	-		50,000	50,000			50,000	50,000
Daniel Meyer Pool Rebuild	10,200,000	2,200,000			2,200,000			8,000,000	8,000,000
East Main Park Development	1,341,100	400,000		941,100	1,341,100				-
Kestral Park Bridge	700,000	150,000		550,000	700,000				-
Lithia Park Improvements	300,000	75,000		75,000	150,000	75,000		75,000	150,000
All Parks Master Plan	150,000	150,000			150,000				-
Mace Property Trail	-	-			-				-
Building Maintenance (sinking/depreciation facilities fund)	300,000	150,000			150,000	150,000			150,000
Oak Knoll Golf Course Improvements	550,000	550,000			550,000				-
TID Improvements	100,000	50,000			50,000	50,000			50,000
Ashland Creek Park Basketball Court	100,000	-			-	100,000			100,000
Parking Lot/Road/Sidewalk Repairs in Parks	300,000	150,000			150,000	150,000			150,000
Capital Outlay	350,000	175,000			175,000	175,000			175,000
General Maintenance Trx to GF (sinking/depreciation equipment fund)	845,090	422,545			422,545	422,545			422,545
ICC Irrigation Control	200,000	100,000			100,000	100,000			100,000
Total	16,945,802	4,760,232	234,878	2,266,100	7,261,210	1,409,592	150,000	8,125,000	9,684,592

CIP PROJECT LIST 23/25

2023/25 BIENNIUM ANTICIPATED CIP RESOURCES



REVIEW CURRENT BUDGET PROCESS/ DATES

23

- **January 24, 2023 (DONE)**
 - Overview of the potential budget challenges at the annual goal setting meeting
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THANK YOU