

Rifle Parks & Recreation Advisory Board

Agenda

October 6th, 2014

5:30 PM

Parks Maintenance Facility

3100 Doaks Lane

1. Call to Order
2. Minutes of September 8th Meeting
3. Comments from Public
4. Senior Center Report
5. 2015 Parks and Recreation Budget
6. Trail Update
7. Update on DRP-Phase 1 Project
8. Next Regularly Scheduled Meeting—
Monday October 27th, 2014
9. Other
10. Adjourn

RIFLE PARKS AND RECREATION ADVISORY BOARD MINUTES
SEPTEMBER 8, 2104
PARKS MAINTENANCE FACILITY

Meeting was called to order by Michael Churchill at 5:37 pm.

<u>MEMBERS PRESENT:</u>	<u>YES</u>	<u>NO</u>
Sara Brainard	X	
Chris Bornholdt	X	
Michael Churchill	X	
John Dyer		X
Vanessa Ivy		X
Trudy Lowery	X	
Wilma Paddock		X
Milton Rodas	X	

STAFF PRESENT: Tom Whitmore, Angie Wilkins, Nathan Lindquist.

MINUTES OF THE 8/25/14 MEETING: Sara moved to accept and approve the minutes of the August 25th meeting. Chris 2nd the motion. Motion passed with a voice vote.

COMMENTS FROM THE PUBLIC: None

SENIOR CENTER REPORT: None

PLANNING DIRECTOR NATHAN LINDQUIST IS SEEKING INPUT FROM PRAB RELATED TO TRAILS: Nathan showed the board where the trail was lacking. He stated completion would cost approximately \$700,000. Michael stated he would like to see the trail completed. Trudy stated that there are some hazards with the trail right now and would like to see the whole trail completed and not just sections. Sara stated that completion little by little of the trail would be good but entire completion is better. Milton stated he would like to have the priorities completed first. Chris stated that he was unaware that the trail system was incomplete but thinks it should be complete. Trudy stated that she didn't want funds drawn from other projects. Sara made a motion that the board is stating that trail completion is a top priority from capital projects when funds are available for trail completion and not portions. Chris 2nd the motion. Motion passed with a voice vote.

REVIEW COMMUNITY SURVEY OF 2009: Tom went through the 2009 survey with the board.

UPDATE ON DRP PHASE 1 PROJECT: Tom let the board know that completion should be done by mid-October. He also let the board know that he has been working on grant updates.

Next meeting is scheduled for 9/22/14: The board agreed to cancel this meeting if there was no urgent business.

OTHER: Tom updated the board on pool repairs that need to be completed. Both boilers went down, so those will be repaired and B & B would be doing the winterizing later this week. He also let the board know that he had a meeting with DOE regarding the RCA track. Apparently work has been done out there that is in violation of the agreement with the radioactive material. They will conduct another visit and talk with Tom again. Nathan updated the board on the events happening at the Ute Theater.

Acting Chairman, Michael Churchill adjourned the meeting at 7:15 pm.

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
FUND BALANCE, BEGINNING	669,985	1,098,455	1,185,437	648,820
LESS RESERVED FUNDS	382,392	684,910	696,429	109,698
FUND BALANCE, UNRESERVED	287,593	413,545	489,008	539,122
REVENUES				
Taxes: Sales and Use	1,930,141	1,906,000	2,108,934	2,163,705
Intergovernmental	301,500	351,500	351,523	1,599
Charges For Services (Pool, Rec, RMP)	185,574	186,600	186,011	187,300
Charges For Services (Fitness Center)	186,150	0	(670)	0
Miscellaneous	16,369	19,629	36,581	21,449
Operating Transfers From Other Funds	369,000	163,590	218,590	19,000
TOTAL REVENUE	2,988,734	2,627,319	2,900,969	2,393,053
EXPENDITURES				
Recreation	427,594	413,594	375,885	368,243
Pool	192,019	190,905	186,797	192,796
Rifle Fitness Center	280,135	0	(62)	0
Community Events	89,162	42,025	34,397	44,100
Parks Maintenance	954,982	1,074,152	997,028	1,088,422
Parks Capital	378,527	1,580,750	1,632,328	322,328
Non-departmental	78,945	113,468	116,796	142,352
Transfers to Other Funds	71,917	99,417	94,417	94,417
TOTAL EXPENDITURES	2,473,282	3,514,311	3,437,586	2,252,658
FUND NET GAIN (LOSS)	515,452	(886,992)	(536,617)	140,395
FUND BALANCE, ENDING	1,185,437	211,463	648,820	789,215
LESS RESERVED FUNDS, ENDING	696,429	112,429	109,698	74,580
FUND BALANCE, ENDING UNRESERVED	489,008	99,034	539,122	714,635

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
RESERVED FUND BALANCE				
Rifle Mtn Park - Restricted	6,575	7,000	6,570	7,000
RE-2 School District Contribution	600,000	0	0	0
Cash-Rec Fireworks Restricted	192	0	0	0
Community Events - Restricted	0	0	0	0
Reserved for Emergencies (TABOR)	89,662	105,429	103,128	67,580
Total Reserved Funds	696,429	112,429	109,698	74,580

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
TAXES: SALES AND USE				
General Sales Tax	1,774,789	1,772,000	1,946,261	1,946,261
Use Tax	34,580	15,000	30,000	15,000
Rebates Sales and Use	(262)	0	(1,800)	(1,800)
Motor Vehicle Use Tax	121,034	119,000	134,473	134,473
TOTAL TAXES: SALES AND USE	1,930,141	1,906,000	2,108,934	2,093,934
INTERGOVERNMENTAL				
Garfield County FMLD	0	350,000	350,000	0
GOCO - Deerfield Regional Park	0	0	0	0
Other Agency: RE-2 School District Contribution	300,000	0	0	0
RE-2 School District Raw Water IGA Wamsley	1,500	1,500	1,523	1,599
TOTAL INTERGOVERNMENTAL	301,500	351,500	351,523	1,599
FEES & CHARGES				
Recreation Fees	46,903	57,000	48,498	50,000
Tournament Fees	4	0	0	0
Farm Mkt Fee	1,300	1,000	75	0
Facility Rental	320	0	500	500
Pool Admission Fees	53,860	54,000	57,238	54,000
Pool - Swim Lessons	21,696	22,000	26,419	27,000
Pool Rentals	2,420	2,000	2,000	2,000
Pool Concession Sales	7,861	8,000	8,000	8,000
Pool Batting Cages	590	600	371	300
RMP Park Fees	36,938	30,000	30,000	35,000
RMP Annual Passes	11,182	9,000	10,000	8,000
RMP Community House/Group Area Fee	2,390	3,000	2,910	2,500

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
Fitness Ctr Memberships	74,577	0	(670)	0
Fitness Ctr Walk-in	27,407	0	0	0
Fitness Ctr - Room Rental	90	0	0	0
Fitness Ctr Gymnastics	77,986	0	0	0
Fitness Ctr Classes	6,089	0	0	0
Fitness Ctr - Child Watch	110	0	0	0
TOTAL FEES & CHARGES	371,724	186,600	185,341	187,300
MISCELLANEOUS				
Sale-Copy	40	0	70	100
Interest Earnings	338	4,000	6,500	6,000
Rental Income	3,968	4,929	4,858	4,929
Donations - Other	4,571	4,000	546	220
Donations - Uniforms-Recreation	6,675	6,500	7,857	5,000
Donations - Community Events	0	0	7,000	5,000
Donations - Fireworks	0	0	250	0
Misc Income	777	200	200	200
Sales of GFA			9,300	0
TOTAL MISCELLANEOUS REVENUE	16,369	19,629	36,581	21,449
OPERATING TRANSFERS FROM OTHER FUNDS				
OTI - General Fund	155,000	0	55,000	0
OTI - Conservation Trust Fund	195,000	144,590	144,590	0
OTI - Visitor Improvement Fund	19,000	19,000	19,000	19,000
TOTAL OTI FROM OTHER FUNDS	369,000	163,590	218,590	19,000
TOTAL REVENUES	2,988,734	2,627,319	2,900,969	2,323,282

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
Recreation				
Regular Employees-S&W	168,934	144,337	150,757	139,277
Part-Time/Temp Empl-S&W	50,721	59,540	46,540	47,000
Overtime-S&W	17,098	19,000	12,000	9,000
Health Insurance	50,285	40,831	26,780	29,111
FICA	14,465	13,818	12,976	13,818
Medicare	3,400	3,232	3,035	2,832
Retirement	10,414	8,710	8,503	7,948
Unemployment Insurance	745	669	628	586
Workers Comp Insurance	8,493	6,455	7,508	7,005
Professional Services	566	0	720	0
Postal Services	372	500	125	125
Other Purchased Services	22,172	20,500	20,500	20,500
Dues/Memberships	2,220	2,500	2,500	2,500
Communication-Telephone	0	0	0	0
Advertising	9,936	11,600	11,600	11,600
Printing/Binding	0	2,000	1,000	1,000
Travel & Meetings	3,143	4,910	2,600	3,580
General Supplies	14,386	22,000	22,000	22,000
Traveler Donation	0	2,000	0	0
Sr Ctr Recreation Program	6,050	5,000	3,000	5,000
Uniforms/Clothing	2,036	2,000	1,000	2,552
Program Team Uniforms/Clothing	14,987	13,850	14,000	14,000
Minor Equipment	1,337	0	500	500
Fleet Maintenance	17,319	21,625	19,097	20,965
Fleet Debt Service Princ	7,725	8,111	8,111	6,344
Fleet Debt Service Int	792	406	405	1,000
Total Recreation:	427,594	413,594	375,885	368,243
Employee Full-Time Equivalent	4.0	3.0	3.0	3.0

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
Pool				
Part-Time/Temp Empl-S&W	112,338	104,009	106,000	106,000
Overtime-S&W	2,608	2,741	2,750	2,750
FICA	7,127	6,449	6,743	6,449
Medicare	1,667	1,508	1,577	1,508
Unemployment Insurance	379	313	326	326
Workers Comp Insurance	3,951	3,025	3,738	3,738
Utility Services	23,968	27,000	22,000	25,000
Repair & Maint Services	9,284	16,000	16,000	17,000
Other Purchased Services	186	0	0	0
Dues/Memberships	1,166	1,500	1,000	1,000
Communication-Telephone	0	0	0	0
Printing/Binding	0	0	0	0
Travel & Meetings	0	0	0	575
General Supplies	8,016	6,750	6,750	6,750
Pool Chemical Supplies	6,635	6,000	5,000	6,000
Resale Supplies	5,701	5,500	5,650	5,700
Uniforms/Clothing	2,560	5,000	4,263	5,000
Minor Equipment	6,433	5,110	5,000	5,000
Total Pool:	192,019	190,905	186,797	192,796

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
Rifle Fitness Center				
Regular Employees-S&W	42,773	0	0	0
Part-Time/Temp Empl-S&W	69,778	0	0	0
Overtime-S&W	6,618	0	0	0
Health Insurance	9,323	0	0	0
FICA	7,389	0	0	0
Medicare	1,728	0	0	0
Retirement	2,139	0	0	0
Unemployment Insurance	393	0	0	0
Workers Comp Insurance	4,196	0	0	0
Professional Services - Gymnastics	64,506	0	0	0
Utility Services	20,375	0	(220)	0
Repair & Maint Services	5,846	0	0	0
Other Purchased Services	8,501	0	0	0
Dues/Memberships	216	0	0	0
Communication-Telephone	0	0	0	0
Advertising	1,080	0	0	0
Travel & Meetings	157	0	0	0
General Supplies	6,667	0	158	0
Minor Equipment	80	0	0	0
Debt Service Principal	27,086	0	0	0
Debt Service Interest	1,284	0	0	0
Total Rifle Fitness Center:	280,135	0	(62)	0
Employee Full-Time Equivalent	1.00	0.00	0.00	0.00

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
Community Events				
Regular Employees-S&W	40,112	0	490	0
Part-Time/Temp Empl-S&W	0	0	70	0
S & W - Overtime	2,236	0	0	0
Health Insurance	9,323	0	0	0
FICA	2,626	0	30	0
Medicare	614	0	7	0
Retirement	2,006	0	25	0
Unemployment Insurance	127	0	1	0
Workers Comp Insurance	535	0	14	0
Other Purch. Serv - Misc.	2,962	5,500	5,500	5,500
Other Purch. Serv - Fireworks	12,000	11,000	10,000	15,000
Other Purch. Serv - Concerts	16,118	17,000	11,660	17,000
Other Purch. Serv - Fall Fest.	0	5,000	5,600	5,600
Dues/Memberships	0	25	0	0
Advertising	400	1,000	0	0
Printing/Binding	0	500	500	500
General Supplies	103	2,000	500	500
Total Community Events:	89,162	42,025	34,397	44,100
Employee Full-Time Equivalent	1.00	0.00	0.00	0.00

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
Park Maintenance				
Regular Employees-S&W	321,735	383,303	345,555	385,189
Part-Time/Temp Empl-S&W	118,738	130,000	98,000	102,000
Overtime-S&W	9,825	11,478	9,000	12,000
Standby Time-S&W	1,331	2,091	2,000	2,500
Health Insurance	96,821	126,326	121,262	132,766
FICA	26,592	31,825	28,182	31,105
Medicare	6,225	7,443	6,562	7,238
Retirement	18,911	22,509	20,317	22,686
Unemployment Insurance	1,435	1,580	1,364	1,505
Workers Comp Insurance	12,378	11,898	12,458	13,750
Professional Services	567	0	15	4,000
Postal Services	0	0	0	0
Utility Services	114,106	110,000	110,000	110,000
Repair & Maint Services	37,145	30,000	30,000	30,000
Contract Maintenance (PMF)	4,528	3,000	4,500	4,500
Rental Equip/Vehicles	0	1,000	550	1,000
Rental Toilets	20,080	27,000	27,000	27,000
Other Purchased Services	8,882	9,000	9,000	9,000
Dues/Memberships	340	250	250	500
Communication - Telephone	0	0	0	0
Advertising	1,907	500	500	1,000
Printing/Binding	78	3,000	3,000	3,000
Travel & Meetings	2,332	2,260	2,200	2,200
General Supplies	84,525	97,000	97,000	97,000
Uniforms/Clothing	993	4,070	3,600	2,581
Minor Equipment	3,446	6,000	6,000	6,000
Road Materials	5,720	7,200	7,200	7,200
Equipment	11,630	0	8,550	0
Fleet Maintenance	34,859	35,566	33,110	36,348

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
Fleet Debt Service Princ	8,937	9,384	9,384	31,404
Fleet Debt Service Int	916	469	469	4,950
Total Park Maintenance:	954,982	1,074,152	997,028	1,088,422
Employee Full-Time Equivalent	6.50	7.50	7.50	7.50

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
Parks Capital				
Regular Employees-S&W	0	0	0	0
Overtime-S&W	236	0	0	0
Health Insurance	36	0	0	0
FICA	14	0	0	0
Medicare	3	0	0	0
Retirement	32	0	0	0
Unemployment Insurance	1	0	0	0
Workers Comp Insurance	6	0	0	0
Minor Equipment	74	0	0	0
Deerfield Landscape Plan/Const	44,408	25,000	25,000	0
Deerfield Park	11,213	1,233,422	1,285,000	0
Parks Maint Facility Construct	177	0	0	0
Debt Service Principal, PMF	252,679	263,610	263,610	275,013
Debt Service Interest, PMF	69,648	58,718	58,718	47,315
Total Parks Capital:	378,527	1,580,750	1,632,328	322,328

PARKS AND RECREATION

PARKS AND RECREATION FUND	2013 ACTUAL	2014 BUDGET	2014 YEAR- END COSTS	2015 REQUESTED COSTS
Non-departmental				
City Attorney-Gen'l Legal P&R	3,518	5,000	5,000	5,000
Insurance	22,986	23,690	22,422	24,347
I.T. Maintenance	48,339	79,009	83,260	104,450
I.T. Debt Service - Principal	3,747	5,447	5,792	8,110
I.T. Debt Service - Interest	356	322	322	445
Total Non-Departmental:	78,945	113,468	116,796	142,352
Operating Transfers Out				
OTO to General - Gov Affairs	25,374	25,374	25,374	25,374
OTO to General - Maint	41,543	41,543	41,543	41,543
RFC Administration Costs	5,000	5,000	0	0
OTO-Ute Theatre Operations	0	27,500	27,500	27,500
Total Operating Transfers Out	71,917	99,417	94,417	94,417