



# 2023 Preliminary Budget –FINAL

Presented to the Board of Directors  
December 6, 2022



# 2023 Budget Final Summary

**Evergreen Park & Recreation District  
December 6, 2022, Board Meeting  
2023 Budget – Draft 4 FINAL**

The 2023 Budget – Draft 4 will be formally presented at the upcoming Board of Directors meeting on December 6, 2022. Staff has worked together to provide the board with an updated draft budget that is balanced, maintains levels of service that meet or exceed taxpayer expectations, and offers the District the resources to produce adequate Operations & Maintenance, while providing focus on needed Capital Improvements. Please review the brief highlights below, along with the following attachments.

## **DISTRICT REVENUES**

Revenues have been reviewed and we are projecting District Wide Revenue of \$ 7,480,887.

## **DISTRICT EXPENSES**

Department expenses are projected to stay moderately conservative based on our current budgeting model. We are projecting District wide expenses to be \$ 7,120,385. Staff has worked to keep costs down, align expenses accurately to specific line items, and incorporated increased expenses due to inflationary or contractual obligations.

## **Payroll Expenses**

Payroll Expenses are budgeted to reflect a 4.0% Merit increase, with 1% allocated in September if revenues exceed projections.

## **Employee Benefits**

In 2023, the cost of employee benefits rose slightly by 4.0%. In an effort to manage cost increases for the District while still offering competitive total compensation packages to eligible employees, Human Resources monitors benefits annually to negotiate pricing and to modify plan design where appropriate. The District is committed to compensating employees fairly based on the market to recruit, retain and engage the talent we need to support patron satisfaction goals and, ultimately, District revenues.

## **CAPITAL IMPROVEMENT PROJECTS (CIP)**

Management has worked together to prioritize and utilize limited resources for the 2023 Capital Improvement Projects. Each project identified in 2023 provides improved facilities, maintains current infrastructure, and provides enhanced safety, staff efficiencies, or a direct return on the investment to taxpayers. The attached documents have outlined the projects identified for completion in 2023, along with the proposed funding source for each capital project totaling \$ 6,623,400.



# 2023 Budget – Sources & Uses

Draft Budget 4-2023 11.25.22

SUMMARY OF FINANCIAL SOURCES AND FINANCIAL USES BY FUND 2023

FINANCIAL SOURCES			
<b>GENERAL FUND</b>			
GENERAL FUND REVENUES	7,480,887	<b>Expenses</b>	
		AQUATICS - BPRC	299,975
		AQUATICS - WRC	182,707
		ATHLETICS	221,837
		CHILDREN PROGRAMS	339,100
		BPRC	907,494
		WRC	684,392
		GENERAL & ADMINISTRATION	1,903,294
		GYMNASTICS	391,722
		LAKE HOUSE	934,053
		PARK & FIELD OPERATIONS	850,001
		RECREATION PROGRAMS	263,485
		INSPIRE	148,324
		CAPITAL IMPROVEMENT FUND	360,502
TOTAL FINANCIAL SOURCES	7,480,887	TOTAL FINANCIAL USES	7,480,887
<b>CAPITAL IMPROVEMENTS PLAN - CIP FUND</b>			
Available Sources			
General Fund	360,502	WRC - Base system Upgrade HVAC	35,500
CTF Fund	122,900	WRC - ADA chair Lift	10,000
		BPRC -MAU Unit Replacement	62,500
		BPRC - Lighting Panel Upgrade	9,400
2022 Fund Balance**	300,000	Gen - Fleet Lease Program	55,000
Prior Years' Fund Balance****	256,998	Gen - Security Cameras	35,000
		Gen - Technology / Hardware	19,000
		Gen - Strategic District Wide Plan	75,000
		Gen - Reserve -Pool	200,000
		Gen - Reserve - Marshdale Reserve	80,000
		Gen - Reserve - Future Park Dev	19,000
		Gen - Reserve - Facilities	30,000
		Gen - Bond - Update cost est / Renderings	140,000
		Gen - Pocket Parks	6,000
		Gen - Community Gardens	10,000
		ENLT - EPRD Match	250,000
<b>GRANTS</b>			
DRCOG Tip Grant	3,428,000		
CDOT RRP Grant	200,000		
CPW - Co the Beautiful Grant	550,000		
Evergreen Metro District Match	200,000		
Evergreen Legacy Fund Grant	50,000		
Evergreen Park & Recreation	250,000		
Jefferson County Colorado	450,000	ENLT - Construction Project	5,128,000
Wetzel Contribution	10,000	Gen - Reserve - Turf Field	10,000
Jefferson County - Dog Park	200,000	Parks - Dog Park	200,000
CYCA / GOCC Weed Mitigation	71,000	Weed Mitigation Project	75,000
Reeve Foundation / Accessible Paddle Boats	24,000	Accessible Paddle Boats	24,000
Child Care Grant- State of Colorado	150,000	Child Care Grant	150,000
TOTAL FINANCIAL SOURCES	6,623,400	TOTAL FINANCIAL USES	6,623,400
<b>DEBT SERVICE FUND 2023</b>			
DEBT SERVICE PROPERTY TAX	1,080,300	2015 BOND ISSUE PRINCIPAL	960,000
		2015 BOND ISSUE INTEREST	119,800
		BANK SERVICE FEES	500
TOTAL FINANCIAL SOURCES	1,080,300	TOTAL FINANCIAL USES	1,080,300
		<b>Total</b>	<b>15,184,587</b>



# 2023 Budget – Revenue - FINAL

## 2023 Proposed Budget

12.06.22

				Adopted		Draft 1	Draft 2	Draft 3	FINAL
	2019	2020	2021	2022	9.30.22	2023	2023	2023	2023
Revenues	Actuals	Actuals	Actuals	Budget	Actuals	Revenue	Revenue	Revenue	Revenue
General Property Tax	2,181,380	2,318,740	2,397,057	2,543,426	2,286,489	2,428,761	2,428,761	2,428,761	2,428,761
Auto Registration Tax	282,283	271,820	296,210	270,000	163,163	235,200	235,200	235,200	235,200
Facility Admissions	317,349	107,247	167,680	239,715	205,943	305,276	305,276	305,276	305,276
Insurance Based Programs	98,900	47,536	49,158	66,000	48,712	70,675	70,675	70,675	70,675
Facility Memberships	547,026	310,473	227,011	401,940	391,240	583,713	583,713	583,713	583,713
Facility Rentals	233,624	81,028	595,854	561,255	701,264	644,021	709,521	709,521	709,521
Park & Field Rentals	45,435	67,908	30,802	26,500	42,980	35,000	65,000	65,000	65,000
Field User Maintenance Fees	94,486	-	46,633	70,300	28,552	70,000	70,000	70,000	70,000
Program Fees	2,653,540	1,266,129	2,123,887	2,631,564	2,244,371	2,750,759	2,757,759	2,757,759	2,757,759
Concessions & Merchandise	38,770	5,342	15,017	25,540	17,010	16,790	16,790	16,790	16,790
Special Events	19,619	-	57,669	75,500	56,572	68,500	68,500	68,500	68,500
Marketing Revenue	14,050	1,976	5,360	2,300	1,100	1,200	1,200	1,200	1,200
Interest Income	14,760	1,269	717	840	19,458	36,000	60,000	60,000	60,000
Miscellaneous / Other - Rents - Grants	69,005	1,047,010	445,323	131,885	109,486	108,492	108,492	108,492	108,492
<b>Total Revenues</b>	<b>6,610,226</b>	<b>5,526,478</b>	<b>6,458,377</b>	<b>7,046,765</b>	<b>6,316,340</b>	<b>7,354,387</b>	<b>7,480,887</b>	<b>7,480,887</b>	<b>7,480,887</b>



# 2023 Budget – Expenses – FINAL

	2019	2020	2021	Adopted 2022	9.30.22 Actuals	Draft 1 2023 Expense	Draft 2 2023 Expense	Draft 3 2023 Expense	FINAL 2023 Expense	
	Actuals	Actuals	FINAL	Budget	Actuals	Expense	Expense	Expense	Expense	
<b>Expenses</b>										
Payroll Expenses	3,427,547	2,308,815	2,544,118	3,462,508	2,370,818	3,720,998	3,739,318	3,751,291	3,751,291	***
Payroll Taxes	264,340	177,645	195,990	350,519	182,572	359,077	360,845	360,860	360,860	***
Employee M/D/V/L	348,309	289,672	261,226	409,272	224,018	479,532	479,532	479,532	479,532	
EPRD Retirement Plans	112,419	104,358	106,701	172,957	87,785	198,909	184,663	186,781	186,781	
Payroll/Staff Related Fees	48,660	17,002	39,187	46,400	30,378	43,348	43,348	43,348	43,348	
Independent Contractors	159,938	62,430	91,161	136,806	82,310	132,048	132,048	132,048	132,048	
Program Expenses	170,291	69,953	177,630	248,030	150,747	205,589	214,835	214,835	214,835	
Contractual Services/Main. & Supplies	145,125	181,575	255,565	273,464	243,066	242,126	272,126	272,126	272,126	
Facility Supplies	102,866	81,146	90,818	110,197	85,761	135,649	134,649	134,649	134,649	
Grounds & Park Main. & Supplies	48,100	25,201	21,472	66,782	26,972	62,686	62,686	62,686	62,686	
Concessions & Merchandise	10,855	4,296	7,985	8,000	4,387	3,000	3,000	3,000	3,000	
District Vehicle Maintenance	10,831	8,035	18,058	30,000	10,469	21,996	21,996	21,996	21,996	
Fuel & Staff Mileage	48,052	15,600	24,441	52,460	32,480	48,320	48,320	48,320	48,320	



# 2023 Budget – Expenses – FINAL

	2019	2020	2021	Adopted 2022	9.30.22	Draft 1 2023	Draft 2 2023	Draft 3 2023	FINAL 2023
	Actuals	Actuals	FINAL	Budget	Actuals	Expense	Expense	Expense	Expense
<b>Expenses</b>									
Utilities	292,497	242,533	309,328	294,098	253,290	359,390	359,390	359,390	359,390
Security Services	8,442	15,600	11,387	11,322	8,787	12,834	12,834	12,834	12,834
Special Events	26,220	1,034	11,942	42,678	31,311	28,000	25,000	25,000	25,000
Marketing & Promotions	53,023	16,294	29,268	41,532	10,800	31,535	31,535	31,535	31,535
Credit Card Transaction Fees	111,994	70,496	110,618	110,124	116,702	146,970	158,570	158,570	158,570
County Treasurer Fees	49,833	54,305	54,317	50,000	51,806	60,000	60,000	60,000	60,000
Insurance	148,242	175,753	146,654	194,500	195,746	216,500	216,500	216,500	216,500
Professional Fees	118,568	113,621	146,182	141,500	95,414	185,612	149,612	149,612	149,612
Webhosting/IT	40,102	44,805	38,771	60,000	49,879	73,245	73,245	73,245	73,245
District Dues & Licenses	6,231	3,725	4,549	5,044	1,809	5,040	5,040	5,040	5,040
Office & Computer Supplies	33,099	109,897	17,073	29,160	11,947	29,750	29,750	29,750	29,750
Telephone & Alarm Lines	61,065	40,497	35,607	41,680	28,105	43,488	43,488	43,488	43,488
Training	21,385	3,065	9,491	37,475	10,584	44,309	44,309	29,975	29,975
BOD Compensation & Supplies	10,826	8,887	11,137	16,495	11,605	16,590	16,590	16,590	16,590
Election	-	48,279	-	140,000	8,351	180,000	180,000	180,000	180,000
All Other Expenses	13,595	4,508	7,632	16,261	7,451	17,384	17,384	17,384	17,384
<b>Total Expense</b>	<b>5,894,477</b>	<b>4,299,026</b>	<b>4,778,307</b>	<b>6,599,264</b>	<b>4,425,350</b>	<b>7,103,925</b>	<b>7,120,613</b>	<b>7,120,385</b>	<b>7,120,385</b>
<b>Budget Variance</b>	<b>715,749</b>	<b>1,227,452</b>	<b>1,680,071</b>	<b>447,501</b>	<b>1,890,990</b>	<b>250,462</b>	<b>360,274</b>	<b>360,502</b>	<b>360,502</b>
<b>Original Budget Projection</b>	<b>254,389</b>	<b>473,646</b>	<b>511,005</b>	<b>447,501</b>	<b>1,219,535</b>				

\*\*\* Includes Merit / Adj's + Fica



# 2023 Budget – By Department

2023 EPRD BUDGET Summary YTD Snapshot

Proposed Budget Draft 4 2023

<b>BPRC Aquatics</b>		<b>Gymnastics</b>	
Revenues	107,199	Revenues	508,280
Expenses	293,975	Expenses	391,722
Variance	(186,776)	Variance	116,558
<b>WRC Aquatics</b>		<b>Lake House</b>	
Revenues	101,371	Revenues	1,430,350
Expenses	182,707	Expenses	934,053
Variance	(81,336)	Variance	496,297
<b>Athletics</b>		<b>Park &amp; Field Operations</b>	
Revenues	331,885	Revenues	135,000
Expenses	221,837	Expenses	850,001
Variance	110,048	Variance	(715,001)
<b>Children's Programs</b>		<b>General Recreation &amp; Fitness Programs</b>	
Revenues	419,877	Revenues	334,958
Expenses	339,100	Expenses	263,485
Variance	80,777	Variance	71,473
<b>BPRC Facility</b>		<b>INSPIRE</b>	
Revenues	803,577	Revenues	155,000
Expenses	907,494	Expenses	148,324
Variance	(103,917)	Variance	6,676
<b>WRC Facility</b>		<b>District Wide</b>	
Revenues	319,737	<b>Revenues</b>	<b>7,480,887</b>
Expenses	684,392	<b>Expenses</b>	<b>7,120,384</b>
Variance	(364,655)	<b>Variance</b>	<b>360,503</b>
<b>General &amp; Administration</b>			
Revenues	2,833,653		
Expenses	1,903,294		
Variance	930,359		



# 2023 Budget – CIP Funding Sources

2023 Projects	Funding Sources						Project Total
	General Fund	CTF	Grants	Capital Reserve	CIP Fund	Park Escrow	
Previous Year Fund Balance	256,998		-	-	-	-	256,998
12/31/22 Fund Balance (Estimate)	300,000	122,900					422,900
2023 NET for Capital	360,502		5,573,000				5,933,502
2023 Gift Donations	10,000						10,000
(Less Reserve Adjustment)	-	-	-	-	-	-	-
<b>Total Available for Projects</b>	<b>927,500</b>	<b>122,900</b>	<b>5,573,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,473,400</b>
<b>WRC</b>							
HVAC Base system upgrade	35,500						35,500
ADA Compliant Chair Lift		10,000					10,000
<b>Subtotal</b>	<b>35,500</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,500</b>
<b>BPRC</b>							
MAU Unit replacement		62,500					62,500
Lighting Panel Upgrade		9,400					9,400
<b>Subtotal</b>	<b>-</b>	<b>71,900</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>71,900</b>
<b>Lakehouse</b>							
Accessible Paddle Boats			24,000				24,000
<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>24,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,000</b>
<b>General &amp; Administrative</b>							
Fleet Leasing Program	55,000						55,000
Security Cameras		35,000					35,000
IT Technology Improvements / IT Hardware	19,000						19,000
ENLT Construction Project	250,000		5,128,000				5,378,000
Child Care - State of Colorado Grant			150,000				150,000
Strategic Plan	75,000						75,000
Facility reserve	30,000						30,000
Turf Field Reserve (Teddy)	10,000						10,000
Pocket Park		6,000					6,000
Community Garden	10,000						10,000
Bond - Update Cost Estimate / Renderings	140,000						140,000
Pool Reserve	200,000						200,000
Future Park Development Reserve	19,000						19,000
Marshdale Reserve	80,000						80,000
<b>Subtotal</b>	<b>888,000</b>	<b>41,000</b>	<b>5,278,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,207,000</b>
<b>Parks</b>							
Dog Park			200,000				200,000
Weed Mitigation	4,000		71,000				75,000
<b>Subtotal</b>	<b>4,000</b>	<b>-</b>	<b>271,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>275,000</b>
<b>Grand Total by Funding Source</b>	<b>927,500</b>	<b>122,900</b>	<b>5,573,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,623,400</b>
12/31/2023 Fund Balances	-	-	-	-	-	-	-



# 2023 Budget – DEBT Service

## DEBT SERVICE FUND 2023

DEBT SERVICE PROPERTY TAX	1,080,300	2015 BOND ISSUE PRINCIPAL	960,000
		2015 BOND ISSUE INTEREST	119,800
		BANK SERVICE FEES	500
TOTAL FINANCIAL SOURCES	1,080,300	TOTAL FINANCIAL USES	1,080,300





**THANK YOU!**