

**Monterey Peninsula  
Regional Park District**

**Revenues, Expenditures & Fund Balance**

<b>Fund Balance 07/01/17</b>	<b>\$14,423,816</b>
<b><u>FY 2017-18</u></b>	
Estimated Revenues	6,584,500
Estimated Expenditures	<u>7,739,155</u>
<b>Estimated Fund Balance 6/30/18</b>	<b>13,269,161</b>
<b><u>FY 2018-19</u></b>	
Projected Revenues	6,850,327
Projected Expenditures	6,834,255
<b>Projected Fund Balance 6/30/19<sup>1</sup></b>	<b><u><u>\$13,285,233</u></u></b>

This schedule includes the General Fund and Assessment District with combined projected revenues of \$6,850,327 and \$6,834,255 in expenditures.

<sup>1</sup>Per the March 2014 Reserve Policy, the Ocean Harbor House seawall mitigation fee - approximately \$2.3M is set aside in a Restricted fund for the acquisition of coastal dune property and must be used by March 2021.

In addition to the Restricted fund, the Reserve Policy calls for maintaining an Unassigned fund balance target goal of: 50% of annual operating budget (\$3,417,127 for FY2018-19); 100% of accumulated depreciation (\$1,129,874 as of 6/30/17) and \$1,000,000 for emergencies or unanticipated expenses, plus funds are Assigned for the Sherar property acquisition (\$840,000 as of 6/30/17).

Per the Reserve Policy, the amount that should remain in reserves for FY2018-19 is \$6,387,000. Restricted funds - \$2.3M must also be available.

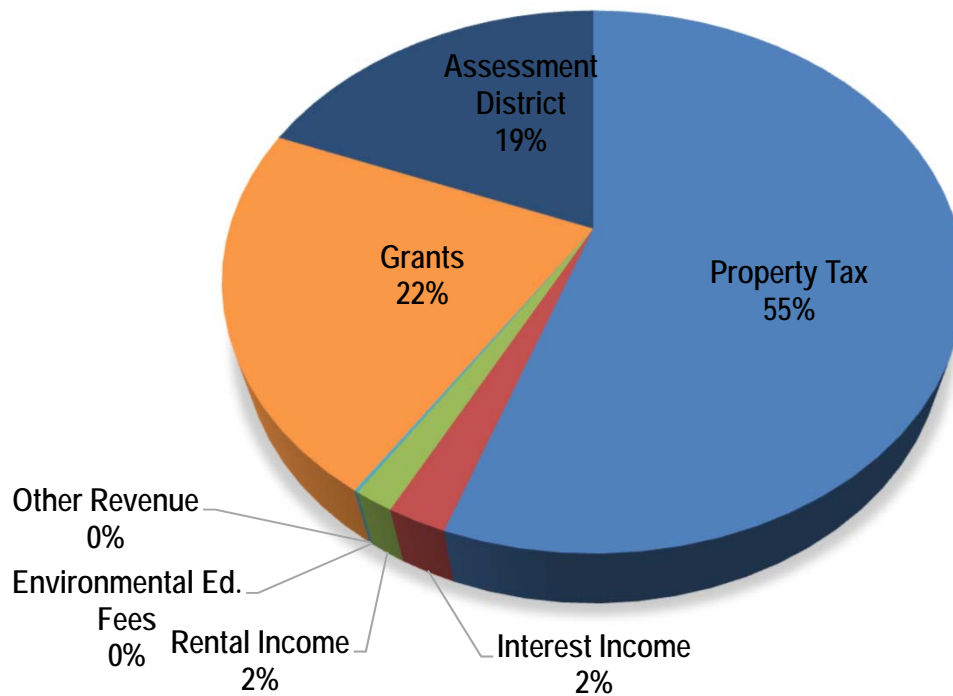
**Monterey Peninsula  
Regional Park District**

**Summary of Revenues  
FY2015-16 thru FY2018-19**

Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Proposed
<b>General Fund</b>					
Property Tax	3,548,890	3,689,571	3,581,100	3,581,100	3,796,000
Interest Income	153,757	135,362	50,000	125,000	150,000
Rental Income	33,013	31,765	33,000	33,000	100,000
Environ. Ed. Program Fees	4,405	3,600	4,000	4,000	0
Other Revenue	26,304	13,473	10,000	12,000	10,000
<b>General Fund Totals</b>	<b>3,766,369</b>	<b>3,873,771</b>	<b>3,678,100</b>	<b>3,755,100</b>	<b>4,056,000</b>
<b>Grants:</b>					
EEMP Grant	0	0	0	0	0
Proposition 1 (3 Grants)	0	0	0	0	0
Proposition 117	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Carmel River Watershed	0	0	0	0	0
Other Grants	289,255	29,061	0	78,000	0
<b>Grant Totals</b>	<b>1,789,255</b>	<b>1,529,061</b>	<b>1,500,000</b>	<b>1,578,000</b>	<b>1,500,000</b>
<b>Total General Fund &amp; Grants</b>	<b>5,555,624</b>	<b>5,402,831</b>	<b>5,178,100</b>	<b>5,333,100</b>	<b>5,556,000</b>
<b>Assessment District Fund</b>	<b>1,164,640</b>	<b>1,212,450</b>	<b>1,251,400</b>	<b>1,251,400</b>	<b>1,294,327</b>
<b>TOTAL REVENUE</b>	<b>6,720,264</b>	<b>6,615,281</b>	<b>6,429,500</b>	<b>6,584,500</b>	<b>6,850,327</b>

# Monterey Peninsula Regional Park District

## Summary of Revenues by Type FY2018-19



**Total FY2018-19 Revenues:                    \$6,850,327**

<b>Property Tax</b>	<b>3,796,000</b>
<b>Interest Income</b>	<b>150,000</b>
<b>Rental Income</b>	<b>100,000</b>
<b>Environmental Ed. Fees</b>	<b>0</b>
<b>Other Revenue</b>	<b>10,000</b>
<b>Grants</b>	<b>1,500,000</b>
<b>Assessment District</b>	<b>1,294,327</b>
<b>Total</b>	<b>6,850,327</b>

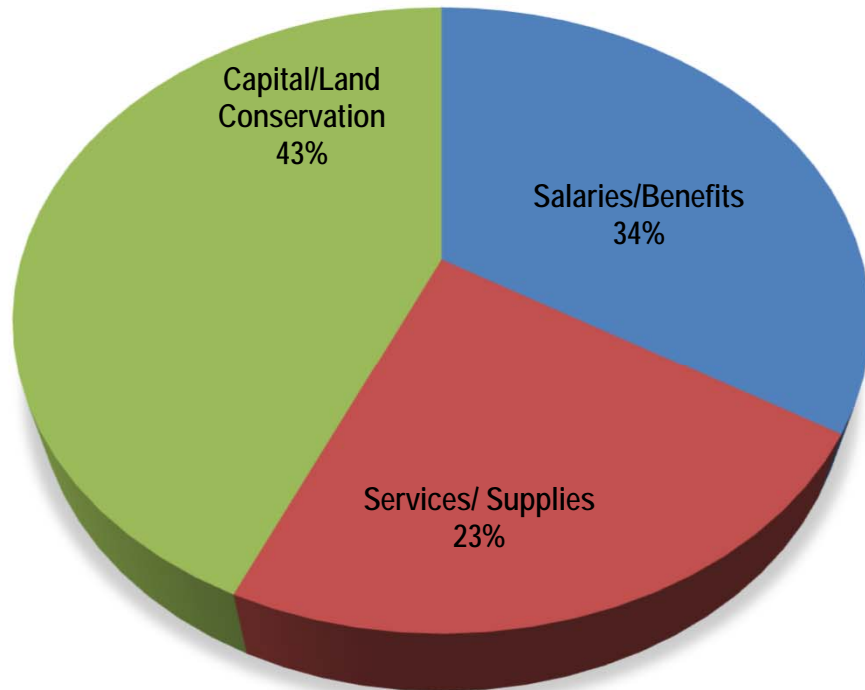
**Monterey Peninsula  
Regional Park District**

**Summary of Expenditures  
FY2018-19**

	Personnel Expend.	Services/ Supplies	Capital Expend.	TOTALS
<b>Administration</b>	886,600	849,000	105	1,735,705
<b>Operation &amp; Maintenance</b>	977,600	167,050	108,000	1,252,650
<b>Environmental Ed./Comm. Outreach</b>	348,300	113,100	13,100	474,500
<b>Planning &amp; Conservation</b>	79,400	295,000	1,500,000	1,874,400
<b>Capital Projects</b>	0	0	48,000	48,000
<b>General Fund Totals</b>	<b>2,291,900</b>	<b>1,424,150</b>	<b>1,669,205</b>	<b>5,385,255</b>
<b>Assessment District</b>	15,000	140,000	1,294,000	1,449,000
<b>TOTALS</b>	<b>2,306,900</b>	<b>1,564,150</b>	<b>2,963,205</b>	<b>6,834,255</b>

# Monterey Peninsula Regional Park District

## Summary of Expenditures by Type FY2018-19

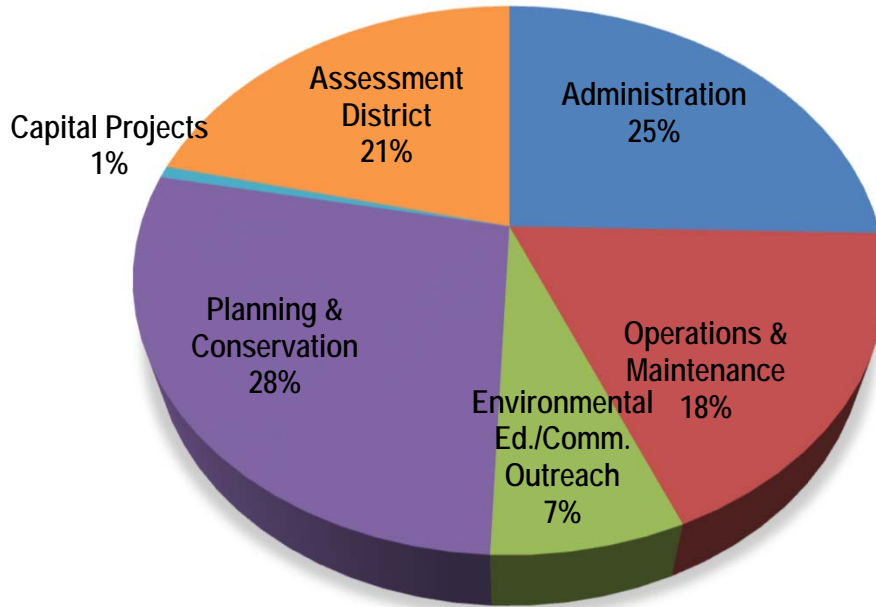


**Total FY2018-19 Expenditures: \$6,834,255**

<b>Salaries/Benefits</b>	<b>2,306,900</b>
<b>Supplies/Services</b>	<b>1,564,150</b>
<b>Capital/Land Conservation</b>	<b>2,963,205</b>
<b>Total</b>	<b>6,834,255</b>

# Monterey Peninsula Regional Park District

## Summary of Expenditures by Program FY2018-19



**Total FY2018-19 Expenditures:      \$6,834,255**

<b>Administration</b>	<b>1,735,705</b>
<b>Operations &amp; Maintenance</b>	<b>1,252,650</b>
<b>Environmental Ed./Comm. Outreach</b>	<b>474,500</b>
<b>Planning &amp; Conservation</b>	<b>1,874,400</b>
<b>Capital Projects</b>	<b>48,000</b>
<b>Assessment District</b>	<b>1,449,000</b>
<b>Total</b>	<b>6,834,255</b>

**Monterey Peninsula  
Regional Park District**

**Summary of Expenditures  
FY2015-16 thru FY2018-19**

	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>	<b>2017-18 Budget</b>	<b>2017-18 Estimate</b>	<b>2018-19 Proposed</b>
<b>Administration</b>	1,200,296	1,346,267	1,337,005	1,345,005	1,735,705
<b>Operations &amp; Maintenance</b>	909,575	1,035,628	2,561,050	2,788,350	1,252,650
<b>Environmental Ed./ Comm. Outreach</b>	431,443	461,181	447,000	531,000	474,500
<b>Planning &amp; Conservation</b>	1,931,447	1,859,299	1,978,500	1,838,800	1,874,400
<b>Capital Projects</b>	0	0	33,000	23,000	48,000
<b>General Fund Total</b>	<b>4,472,761</b>	<b>4,702,375</b>	<b>6,356,555</b>	<b>6,526,155</b>	<b>5,385,255</b>
<b>Assessment District</b>	636,526	545,466	1,973,000	1,213,000	1,449,000
<b>District Totals</b>	<b>5,109,288</b>	<b>5,247,842</b>	<b>8,329,555</b>	<b>7,739,155</b>	<b>6,834,255</b>

# **Monterey Peninsula Regional Park District**

## **Staffing Summary, Full-time Equivalents FY2015-16 thru FY2018-19**

	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Proposed
<b>Administration:</b>				
General Manager	0.50	0.25	0.25	0.25
Finance Manager	1.00	1.00	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00	1.00
Administrative Assistant (2 P/T Contract)	1.00	1.00	1.00	1.00
<b>Group Totals</b>	<b>3.50</b>	<b>3.25</b>	<b>3.25</b>	<b>3.25</b>
<b>Operation &amp; Maintenance:</b>				
General Manager	0.00	0.25	0.25	0.25
Supervising Ranger	1.00	1.00	1.00	1.00
Ranger	5.00	5.00	5.00	5.00
Ranger (Contract)	1.00	1.00	0.00	1.00
<b>Group Totals</b>	<b>7.00</b>	<b>7.25</b>	<b>6.25</b>	<b>7.25</b>
<b>Environmental Education/Community Outreach</b>				
General Manager	0.25	0.25	0.25	0.25
Environmental Education Supervisor	1.00	1.00	1.00	1.00
Env. Education Coordinator - Volunteers	1.00	1.00	1.00	1.00
<b>Group Totals</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>
<b>Planning &amp; Conservation</b>				
General Manager	0.25	0.25	0.25	0.25
Planning & Conservation Manager	1.00	1.00	1.00	0.00
<b>Group Totals</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>0.25</b>
<b>District Totals</b>	<b>14.00</b>	<b>14.00</b>	<b>13.00</b>	<b>13.00</b>



**Monterey Peninsula  
Regional Park District**

**Long Term Debt Summary  
FY2018-19**

	<b>2018-19 Payment</b>	<b>Principal Balance at 6/30/19</b>
Joyce Stevens Monterey Pine Forest Preserve acquisition	1,500,000	950,000
<b>Totals</b>	<b>1,500,000</b>	<b>950,000</b>

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**ADMINISTRATION**  
**FY2015-16 thru FY2018-19**  
**EXPENDITURES**

	ACCT CODE	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATE	2018-19 PROPOSED
<b>PERSONNEL:</b>						
Board Compensation	6100	6,900	4,000	7,000	7,000	7,000
Salaries - Full-time	6102	330,880	311,715	324,000	324,000	356,100
Salaries - Part-time	6103	15,120	38,384	42,200	42,200	45,600
Seasonal/Contract Services	6104	27,864	0	0	0	0
Job Training & Education	6106	1,687	7,803	5,000	5,000	10,000
Employee Benefits	6107	303,897	325,129	385,700	385,700	442,900
Payroll Tax/Personnel	6109	20,370	21,099	25,000	25,000	25,000
<b>TOTAL PERSONNEL</b>		<b>706,718</b>	<b>708,130</b>	<b>788,900</b>	<b>788,900</b>	<b>886,600</b>
<b>SERVICES &amp; SUPPLIES:</b>						
Insurance	6112	106,233	88,918	150,000	150,000	150,000
Postage	6113	8,090	8,908	3,000	3,000	3,000
Supplies	6114	5,542	5,395	8,500	8,500	10,000
Printing	6120	18,163	19,783	5,000	5,000	10,000
Legal Notice	6122	4,532	6,284	8,000	8,000	8,000
Publications and Memberships	6124	11,642	14,988	15,000	15,000	15,000
Advertising	6126	27,633	1,122	10,000	10,000	10,000
Travel, Conference & Meetings	6130	3,512	12,891	15,000	15,000	15,000
Mileage Reimbursement	6132	0	0	500	500	1,000
Computer Maintenance/Supplies	6134	12,337	13,283	20,000	20,000	20,000
Equipment Maintenance	6136	0	0	500	500	500
Equipment Rental/Leases	6137	7,085	2,391	10,000	10,000	10,000
Vehicle Maintenance & Fuel	6138	993	659	1,500	1,500	1,500
Office Lease	6140	63,316	67,149	36,000	64,000	0
Bank Service Charges	6141	245	185	0	0	0
Utilities	6142	19,904	22,426	30,000	30,000	60,000
Elections	6147	0	224,659	0	0	328,000
Taxes/assessments	6148	3,333	1,804	25,000	5,000	7,000
Professional/Spec. Serv./Permits	6149	200,912	147,187	200,000	200,000	200,000
<b>TOTAL SERVICE/SUPPLY</b>		<b>493,473</b>	<b>638,033</b>	<b>538,000</b>	<b>546,000</b>	<b>849,000</b>
<b>CAPITAL OUTLAY:</b>						
Depreciation Expense	6161	105	105	105	105	105
Office Relocation	6162	0	0	10,000	10,000	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>105</b>	<b>105</b>	<b>10,105</b>	<b>10,105</b>	<b>105</b>
<b>PROGRAM TOTAL</b>		<b>1,200,296</b>	<b>1,346,267</b>	<b>1,337,005</b>	<b>1,345,005</b>	<b>1,735,705</b>

**ADMINISTRATION  
FY2018-19  
LINE ITEM DETAIL**

ACCT. #	DESCRIPTION	APPLICATION	BASIS	PROPOSED
6100	<b>Board Compensation</b>	Regular, Special & Committee meetings	B	\$7,000
6102	<b>Salaries/Full-Time</b>	General Manager (25%) Finance Manager Administrative Services Manager	A	\$356,100
6103	<b>Salaries/Part-Time</b>	Administrative Assistants (2)	A	\$45,600
6106	<b>Job Training &amp; Education</b>	Board/Admin. training, All-Staff	A	\$10,000
6107	<b>Employee Benefits</b>	Retirement (Division & Lump Sum), Health, Disability, Vision, Dental, Medicare, Retiree Medical	A	\$442,900
6109	<b>Payroll Tax/Personnel</b>	Federal, State payroll taxes	A	\$25,000
6112	<b>Insurance</b>	Workers Compensation General Liability, Property, Crime	B, C	\$150,000
6113	<b>Postage</b>	Individual, Large mailings and Misc. mail	B	\$3,000
6114	<b>Supplies</b>	General office and Administrative supplies	B	\$10,000
6120	<b>Printing</b>	Copies, Brochures, Stationary	A	\$10,000
6122	<b>Legal Notice</b>	Newspaper and Legal notices	B	\$8,000
6124	<b>Publications &amp; Memberships</b>	Special District, Parks & Rec., Chamber memberships, Govt., HR Acctg./Finance publications	A	\$15,000
6126	<b>Advertising</b>	Misc. Advertising	A	\$10,000
6130	<b>Conference &amp; Travel</b>	CSMFO, GMFOA, CSDA, NRPA CJPIA, LCW, etc. conferences	A	\$15,000
6132	<b>Mileage Reimbursement</b>	Mileage reimbursement	A	\$1,000
6134	<b>Computer Maint. &amp; Supply</b>	IT Services., Offsite backup Website Maintenance, Software Timekeeping, Printer, Ink, etc.	A	\$20,000
6136	<b>Equipment Maintenance</b>	Copier, Fax, Typewriter, Misc. Office equip.	B	\$500

6137	<b>Equipment Rental</b>	Copier machine, Postage machine, Security equipment, Furniture	C	\$10,000
6138	<b>Vehicle Maintenance/fuel</b>	Vehicle Maintenance/Fuel costs	B	\$1,500
6142	<b>Utilities</b>	Share of Office Utility Expenses	B	\$60,000
6147	<b>Elections</b>	Board Elections	A	\$328,000
6148	<b>Taxes/assessments</b>	Property assessments & fees	A	\$7,000
6149	<b>Professional/Special Serv./ Permits</b>	Legal Counsel, Audit, LAFCO fees, CPA, Salary/Benefits Survey, Banking, etc.	B, C	\$200,000
6161	<b>Depreciation Expense</b>	Annual Replacement Fund	C	\$105
<b>TOTAL</b>				<b>\$1,735,705</b>

**BASIS FOR ESTIMATES:**

- A - Based on known & estimated costs
- B - Based on prior experience
- C - Based on formula, schedule, or agreement

**OPERATIONS & MAINTENANCE**  
**FY2015-16 thru FY2018-19**  
**EXPENDITURES**

	ACCT CODE	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATE	2018-19 PROPOSED
<b>PERSONNEL:</b>						
Salaries - Full-time	6202	493,942	560,746	605,200	500,000	557,900
Seasonal/Contract Services	6204	4,533	1,897	10,000	10,000	68,000
Job Training & Education	6206	7,327	7,013	10,000	10,000	3,000
Employee Benefits	6207	200,344	230,960	325,400	262,000	345,700
Uniforms	6208	3,000	3,000	3,000	3,000	3,000
<b>TOTAL PERSONNEL</b>		<b>709,146</b>	<b>803,616</b>	<b>953,600</b>	<b>785,000</b>	<b>977,600</b>
<b>SERVICES &amp; SUPPLIES:</b>						
Postage	6213	4	46	100	100	100
Supplies	6214	15,479	20,003	20,000	15,000	25,000
Tools	6216	2,974	1,057	7,500	5,000	5,000
Printing	6220	77	3,788	2,500	2,500	5,000
Publications and Memberships	6224	170	361	350	350	350
Conference & Travel	6230	1,073	1,049	7,000	3,000	7,000
Mileage Reimbursement	6232	0	0	100	100	100
Computer Maintenance/Supplies	6234	9,227	8,301	11,000	10,000	15,000
Equipment Maintenance	6236	6,246	10,420	15,000	12,000	15,000
Equipment Rental	6237	1,700	1,223	3,000	3,000	2,500
Vehicle Maintenance & Fuel	6238	16,429	21,870	20,000	25,000	17,500
Janitorial Supplies	6241	10,055	6,554	10,000	12,000	12,000
Utilities	6242	49,697	36,002	50,000	50,000	50,000
Building Repairs	6243	15,361	11,033	20,000	20,000	12,500
Natural Resource Maintenance	6245	5,809	1,023	2,500	2,500	0
Trail Maintenance	6247	1,861	470	2,000	2,000	0
<b>TOTAL SERVICE/SUPPLY</b>		<b>136,652</b>	<b>123,202</b>	<b>171,050</b>	<b>162,550</b>	<b>167,050</b>
<b>CAPITAL OUTLAY:</b>						
Equipment	6260	1,622	0	7,100	5,000	8,000
Depreciation Expense	6262	57,585	66,700	70,000	70,000	80,000
Park Signs	6263	261	1,644	2,500	7,000	5,000
Parking Areas/Access Roads	6264	4,310	5,445	8,000	10,000	15,000
Soberanes Fire	6265	0	35,021	800,000	1,200,000	0
Winter Storms	6266	0	0	548,800	548,800	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>63,777</b>	<b>108,810</b>	<b>1,436,400</b>	<b>1,840,800</b>	<b>108,000</b>
<b>PROGRAM TOTAL</b>		<b>909,575</b>	<b>1,035,628</b>	<b>2,561,050</b>	<b>2,788,350</b>	<b>1,252,650</b>

**OPERATIONS & MAINTENANCE  
FY2018-19  
LINE ITEM DETAIL**

ACCT. #	ACCOUNT	APPLICATION	BASIS	PROPOSED
6202	<b>Salaries/Full-Time</b>	General Manager (25%) Supervising Ranger Rangers (6)	A A	\$557,900
6204	<b>Seasonal/Contract Staff</b>	Seasonal Ranger(s) Trail Monitor - Mill Creek	A	\$68,000
6206	<b>Job Training &amp; Education</b>	Ranger workshops/classes	A, C	\$3,000
6207	<b>Employee Benefits</b>	Retirement, Health, Disability, Vision, Dental, Medicare Retiree Medical	A	\$345,700
6208	<b>Uniforms</b>	Staff uniform allowance	C	\$3,000
6213	<b>Postage</b>	Misc. mailings	A	\$100
6214	<b>Supplies</b>	Misc. Hardware, Lumber, Office supplies, Safety equipment	A	\$25,000
6216	<b>Tools</b>	Chainsaw replacement, Power tools	A	\$5,000
6220	<b>Printing</b>	Park maps, misc.	A	\$5,000
6224	<b>Publications &amp; Memberships</b>	Trade periodicals	A	\$350
6230	<b>Conference &amp; Travel</b>	Professional conferences, training	A	\$7,000
6232	<b>Mileage Reimbursement</b>	Mileage Reimbursement	A	\$100
6234	<b>Computer Maint &amp; Supplies</b>	IT Services, Paper, Ink	A	\$15,000
6236	<b>Equipment Maintenance</b>	Tractors, Trailers, Off-road, etc.	A, B	\$15,000
6237	<b>Equipment Rental</b>	Roller, Log splitter, etc.	A	\$2,500
6238	<b>Vehicle Maintenance/fuel</b>	Pick-up trucks/Trailers, Off-road, etc. Service, Repairs, Fuel	A, B	\$17,500
6241	<b>Janitorial Supplies</b>	Cleaning, Paper supplies, MuttMitts	A	\$12,000
6242	<b>Utilities</b>	PG&E, Water, Telephones, Internet, Propane, Dumpster Portable toilet pumping	A, B	\$50,000
6243	<b>Building/Facility Repairs</b>	Misc. repairs Rental Property repairs	A A	\$12,500

6260	<b>Equipment</b>	CAT 6-way blade attachment	A	\$8,000
6262	<b>Depreciation Expense</b>	Annual Depreciation Fund	C	\$80,000
6263	<b>Park Signs</b>	District-wide standard signage	A	\$5,000
6264	<b>Parking areas/access roads</b>	Seasonal road & Parking lot repairs	A, B	\$15,000
		Corona Road annual fee	A	
		Special maintenance	A	

**TOTAL** **\$1,252,650**

**BASIS FOR ESTIMATES**

- A - Based on known & estimated costs
- B - Based on prior experience
- C - Based on formula, schedule, or agreement

**ENVIRONMENTAL EDUCATION / COMMUNITY OUTREACH**  
**FY2015-16 thru FY2018-19**  
**EXPENDITURES**

	ACCT CODE	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATE	2018-19 PROPOSED
<b>PERSONNEL:</b>						
Salaries - Full-time	6302	212,975	238,503	229,800	229,800	235,100
Seasonal/Contract Services	6304	10,928	2,100	3,000	9,000	3,000
Job Training & Education	6306	1,001	1,148	2,500	2,500	2,500
Employee Benefits	6307	74,598	79,201	102,700	102,700	107,100
Uniforms	6308	300	600	600	600	600
<b>TOTAL PERSONNEL</b>		<b>299,802</b>	<b>321,552</b>	<b>338,600</b>	<b>344,600</b>	<b>348,300</b>
<b>SERVICES &amp; SUPPLIES:</b>						
Insurance	6312	306	367	1,500	1,500	1,500
Postage	6313	20,924	21,474	21,500	21,500	22,000
Supplies	6314	1,129	2,119	1,200	1,200	2,400
Publications and Memberships	6316	150	583	400	400	500
Printing	6320	19,574	29,902	22,000	22,000	22,000
Advertising	6326	1,896	1,279	3,000	3,000	5,000
Travel, Conference & Meetings	6330	514	651	1,000	1,000	1,000
Computer Maintenance/Supplies	6334	5,317	5,296	6,000	6,000	8,000
Equipment Rental/Leases	6337	0	0	0	0	5,000
Vehicle Maintenance & Fuel	6338	1,158	3,021	3,000	3,000	3,500
Utilities	6342	10,277	8,344	8,800	8,800	15,000
Professional Services	6349	7,761	5,767	7,500	7,500	9,000
Interpretive Programs (Parks)	6350	11,733	17,034	15,000	15,000	8,500
Environ. Education (Schools)	6352	1,175	708	3,000	3,000	1,500
Special Events (Outreach)	6354	2,233	866	1,000	1,000	1,200
Docent/Volunteer Program	6356	4,285	5,599	7,000	7,000	7,000
BWET Grant	6363	36,522	32,120	0	78,000	0
<b>TOTAL SERVICE/SUPPLY</b>		<b>124,953</b>	<b>135,128</b>	<b>101,900</b>	<b>179,900</b>	<b>113,100</b>
<b>CAPITAL OUTLAY:</b>						
Depreciation Expense	6359	6,541	4,500	4,500	4,500	9,200
Equipment	6360	147	0	2,000	2,000	3,900
VC Garden/Arboretum	6362	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>6,688</b>	<b>4,500</b>	<b>6,500</b>	<b>6,500</b>	<b>13,100</b>
<b>PROGRAM TOTAL</b>		<b>431,443</b>	<b>461,181</b>	<b>447,000</b>	<b>531,000</b>	<b>474,500</b>



**ENVIRONMENTAL EDUCATION / COMMUNITY OUTREACH  
FY2017-18  
LINE ITEM DETAIL**

<b>ACCT. #</b>	<b>DESCRIPTION</b>	<b>APPLICATION</b>	<b>BASIS</b>	<b>PROPOSED</b>
6302	<b>Full-Time Staff</b>	General Manager (25%) Environ. Education Supervisor Environ. Education Coordinator	A	\$235,100
6304	<b>Contract Staff</b>	Let's Go Outdoors (LGO) Instructors	A	\$3,000
6306	<b>Job Training &amp; Education</b>	Training, workshops and classes	A	\$2,500
6307	<b>Employee Benefits</b>	Retirement, Health, Disability, Vision, Dental, Medicare	A	\$107,100
6308	<b>Uniforms</b>	Staff uniform allowance	A	\$600
6312	<b>Insurance</b>	LGO Program and Special Events	A	\$1,500
6313	<b>Postage</b>	LGO Fall/Winter and Spring/Summer	B	\$22,000
6314	<b>Environmental Supplies</b>	Office Supplies Arboretum/ Native Plants	A	\$2,400
6316	<b>Pub. &amp; Memberships</b>	CA Park & Rec. Society (CPRS), Nat. Assoc. of Interpreters (NAI),	A	\$500
6320	<b>Printing</b>	LGO Fall/Winter, Spring/Summer	A	\$22,000
6326	<b>Advertising</b>	LGO, Wildflower Show, Ed. Pgms. Volunteer Recruitment PCRPP Dedication, CA Wildlife Day	A	\$5,000
6330	<b>Conference &amp; Travel</b>	NAI, CPRS	A	\$1,000
6334	<b>Computer Maint. / Supplies</b>	Ink Cartridges, IT Services, Software Computers (1-laptop; 1-desktop)	A, B	\$8,000
6337	<b>Equipment Rental</b>	Van Programming Rental	A	\$5,000
6338	<b>Vehicle Maintenance/Fuel</b>	Vehicle Maintenance/Fuel costs (2)	B	\$3,500
6342	<b>Utilities</b>	Share of Office Utility Expenses Visitor & Discovery Ctr Security	A	\$15,000
6349	<b>Professional Services</b>	Rec1 Online Registration System Retriever/NPC, Authorize.net Volunteer/Instructor Background Hootsuite	A A	\$9,000
6350	<b>Interpretive Program</b>	Interpretive Exhibits-Repairs	A	\$8,500

		& Improvements	B	
		PCRP/GRRP-Exhibits	B	
		PCRP Topo Map	A	
6352	<b>Educational Program</b>	Educational Supplies and Resources	B	\$1,500
6354	<b>Special Events/Outreach</b>	Community Events & Outreach	B	\$1,200
		Service Clubs/Community Group	B	
		Meetings, Supplies	B	
		PCRP Dedication, CA Wildlife Day		
6356	<b>Docent/Volunteer Program</b>	Supplies, Recognition Awards	B	\$7,000
		Annual Recognition Dinner	B	
		Volunteer Naturalist Training		
		Intra-Divisional Volunteer Program	A	
6359	<b>Depreciation Expense</b>	Annual Replacement Fund	A	\$9,200
6360	<b>Equipment</b>	Educational Equipment	A	\$3,900
		Laser Printer		
		Office furniture; Portable PA;		
	<b>TOTAL</b>			<b>\$474,500</b>

#### **BASIS FOR ESTIMATES**

- A - Based on known & estimated costs
- B - Based on prior experience
- C - Based on formula, schedule, or agreement

**PLANNING & CONSERVATION  
FY2015-16 thru FY2018-19  
EXPENDITURES**

	ACCT CODE	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATE	2018-18 PROPOSED
<b>PERSONNEL:</b>						
Salaries - Full-time	6502	182,699	189,629	197,500	123,000	47,600
Seasonal/Contract Services	6504	7,502	3,681	23,000	23,000	0
Job Training & Education	6506	1,870	200	1,000	1,000	1,000
Employee Benefits	6507	56,973	60,559	78,000	75,100	30,800
<b>TOTAL PERSONNEL</b>		<b>249,043</b>	<b>254,070</b>	<b>299,500</b>	<b>222,100</b>	<b>79,400</b>
<b>SERVICES &amp; SUPPLIES:</b>						
Supplies	6514	349	2,821	1,300	1,000	1,000
Conference & Travel	6530	9	0	1,000	1,000	0
Computer Maint./Supplies	6534	2,674	1,551	2,500	2,500	1,000
Vehicle Maintenance/fuel	6538	1,253	3,326	2,500	1,500	0
Utilities	6542	3,401	1,853	4,000	1,000	3,000
Resource Management - PCRPP	6545.1	51,589	63,249	56,000	35,000	70,000
Resource Mgmt. - Eolian Dunes	6545.3	0	0	5,000	0	0
Resource Mgmt. - Marina Dunes	6545.4	34,082	12,120	20,000	20,000	10,000
Resource Mgmt.-GRRP	6545.6	0	0	37,000	5,000	10,000
Professional Services	6549	84,378	15,610	45,000	45,000	200,000
<b>TOTAL SERVICE/SUPPLY</b>		<b>177,735</b>	<b>100,530</b>	<b>174,300</b>	<b>112,000</b>	<b>295,000</b>
<b>CAPITAL OUTLAY:</b>						
Land Acquisition	6550	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Depreciation Expense	6561	4,669	4,700	4,700	4,700	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>1,504,669</b>	<b>1,504,700</b>	<b>1,504,700</b>	<b>1,504,700</b>	<b>1,500,000</b>
<b>PROGRAM TOTAL</b>		<b>1,931,447</b>	<b>1,859,299</b>	<b>1,978,500</b>	<b>1,838,800</b>	<b>1,874,400</b>

**PLANNING & CONSERVATION MANAGEMENT**  
**FY2018-19**  
**LINE ITEM DETAIL**

ACCT. #	DESCRIPTION	APPLICATION	BASIS	PROPOSED
6502	Salaries	General Manager (25%)	A	\$47,600
6506	Job Training & Education	Training	B	\$1,000
6507	Employee Benefits	Retirement, Medical, Disability, Vision Dental, Medicare & Retiree Medical	A	\$30,800
6514	Supplies	Personal Protective Gear, Project Power Hand Tools, Monitoring Equipment	B	\$1,000
6534	Computer Maint./Supplies	IT Services, Ink, Paper, Repairs, Software	B	\$1,000
6542	Utilities	Shaw & Corona Rd. Assoc. Fees PCRP River Field Well PGE	A A	\$3,000
6541.1	Res. Mgmt. - PCRP	Grazing Lease Grant Match Grassland, Weed, SHA Plans Implementation Fuels Management Plan	C B	\$70,000
6545.4	Res. Mgmt. - Marina Dunes	Habitat Restoration Fuels Management Plan	C	\$10,000
6545.6	Res. Mgmt.-GRRP	Smith's Blue Butterfly and SHA Baseline Surveys assessments	B B	\$10,000
6549	Professional Services	P&C, GIS Services, Surveying, Appraisals	C, B	\$200,000
6550	Land Acquisition	Joyce Stevens MPFP Debt Pmt (Prop 117 Grant)	C	\$1,500,000
	<b>TOTAL</b>			<b>\$1,874,400</b>

**BASIS FOR ESTIMATES**

- A - Based on known & estimated costs
- B - Based on prior experience
- C - Based on formula, schedule, or agreement

**CAPITAL PROJECTS  
FY2015-16 thru FY2018-19  
EXPENDITURES**

	ACCT CODE	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATE	2018-19 PROPOSED
<b>PROJECT</b>						
River House	474	0	0	15,000	15,000	15,000
Kahn Ranch	475	0	0	8,000	8,000	8,000
ADA Facilities/Improvements	481	0	0	5,000	0	0
Palo Corona-Rancho Canada unit	6487	0	0	0	0	25,000
GRRP Cooper House Repairs	493.6	0	0	5,000	0	0
<b>PROGRAM TOTAL</b>		<b>0</b>	<b>0</b>	<b>33,000</b>	<b>23,000</b>	<b>48,000</b>

**CAPITAL PROJECTS  
FY2018-19  
LINE ITEM DETAIL**

ACCT. #	ACCOUNT	APPLICATION	BASIS	PROPOSED
474	<b>GRRP River House</b>	Interior/structural improvements	A	\$15,000
475	<b>GRRP Kahn Ranch</b>	Ranch house floor/structural improvements	A	\$8,000
6487	<b>Palo Corona-Rancho Canada</b>	Landscape contractor storage shed	A	\$25,000
<b>TOTAL</b>				<b>\$48,000</b>

**BASIS FOR ESTIMATES**

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**PARKS, OPEN SPACE & COASTAL PRESERVATION  
ASSESSMENT DISTRICT  
FY2015-16 thru FY2018-19  
EXPENDITURES**

	ACCT CODE	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATE	2018-19 PROPOSED
<b>PROJECT</b>						
Seasonal/Contract Services	6904	15,016	12,442	20,000	15,000	15,000
Professional Services	6949	62,787	78,397	245,000	245,000	140,000
Garland Park Improvements	6950	10,051	22,591	45,000	25,000	0
Equipment/Capital Outlay	6960	25,142	12,268	65,000	65,000	19,000
Vehicle Acquisition	6961	0	129,282	130,000	130,000	90,000
Palo Corona Improvements	6966	343,349	15,260	88,000	58,000	820,000
Community/Neighborhood Parks	6974	105,503	147,555	155,000	155,000	125,000
Cachagua Community Center	6975	0	985	40,000	40,000	140,000
Trail Construction/Rehabilitation	6976	10,726	8,427	15,000	10,000	30,000
GRRP Visitor Center Plan/Design	6978	0	0	250,000	0	0
Land Acquisition/Improvements	6980	0	55,968	850,000	400,000	0
Sherar Property Lease/Option Pmt.	6987	60,000	60,000	60,000	60,000	60,000
Parks Security Systems	6991	3,952	2,292	10,000	10,000	10,000
<b>PROGRAM TOTAL</b>		<b>636,526</b>	<b>545,466</b>	<b>1,973,000</b>	<b>1,213,000</b>	<b>1,449,000</b>

<b>PARKS, OPEN SPACE &amp; COASTAL PRESERVATION ASSESSMENT DISTRICT</b>
<b>FY2018-19</b>
<b>LINE ITEM DETAIL</b>

ACCT. #	ACCOUNT	APPLICATION	BASIS	PROPOSED
6904	<b>Seasonal/Contract Services</b>	Gabilan/Labor Ready/ACE	A	\$15,000
6949	<b>Professional/Special Services</b>	A.D. Engineer's Report/Services	A	\$25,000
		Architectural/Consulting Services	A	\$115,000
6960	<b>Equipment/Capital Outlay</b>	UTV	A	\$19,000
6961	<b>Vehicle Acquisition</b>	3 ton roller	A	\$55,000
		Vehicle	A	\$35,000
6966	<b>Palo Corona Improvements</b>	Seneca Homestead Re-construction	A	\$15,000
		Pedestrian Bridge Handrails	A	\$25,000
		Bridge Structural Eval. & Retrofit	A	\$60,000
		Maintenance Shop Design & Impr.	A	\$100,000
		Restroom Design & Construction	A	\$400,000
		Exhibit Design & Construction	A	\$130,000
		Office Improvements	A	\$60,000
6974	<b>Community/Neighborhood Parks</b>	MPPRD Community Grant program	C	\$115,000
		Bus Transportation for school pgms	A	\$10,000
6975	<b>Cachagua Community Center/Park</b>	Water System Improvements	A	\$80,000
		Restroom Design	A	\$50,000
		Playground Equipment	A	\$10,000
6976	<b>Trail Construction/Rehabilitation</b>	GRRP, PCRPP Construction & Repairs	A	\$20,000
		Laguna Grande Interpr. & Repairs	A	\$10,000
6987	<b>Sherar Land Lease</b>	Annual Lease-Option		\$60,000
6991	<b>Parks Security System</b>	PCRPP Surveillance cameras, Gates		\$10,000
<b>TOTAL</b>				<b>\$1,419,000</b>
<b>Re-budget items (Funds remaining from FY2017-18):</b>				
6966	<b>Palo Corona Improvements</b>	DC Exhibit Architectural Designs		\$30,000
<b>TOTAL WITH RE-BUDGET</b>				<b>\$1,449,000</b>

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