

# Parks 101



# Funding Sources



# System Development Charges

- Restricted balance through June 30, 2022 - \$282,657
  - Per ORS 223.297 to 223.314 – one time charges on new development and certain types of redevelopment to help pay for existing and planned infrastructure to serve that development or legal jurisdiction.
  - City must have an approved methodology for calculation of fees and follow all state requirements





- Funds are collected at the time of permitting projects that will impact usage on the City Parks system
  - May only be used for improvements that address expansion impacts
  - Normally identified in Master Plans with percentages of expansion impact calculated by consultant

# Water Environmental Services (WES)

- Good Neighbor Grant – Balance through January 31, 2023 - \$205,000 (four years of allocations received – last in February 2023)
- Allocation of \$50,000 (plus indexed increase) received each fiscal year
- Must be spent on first-in, first-out basis within three years



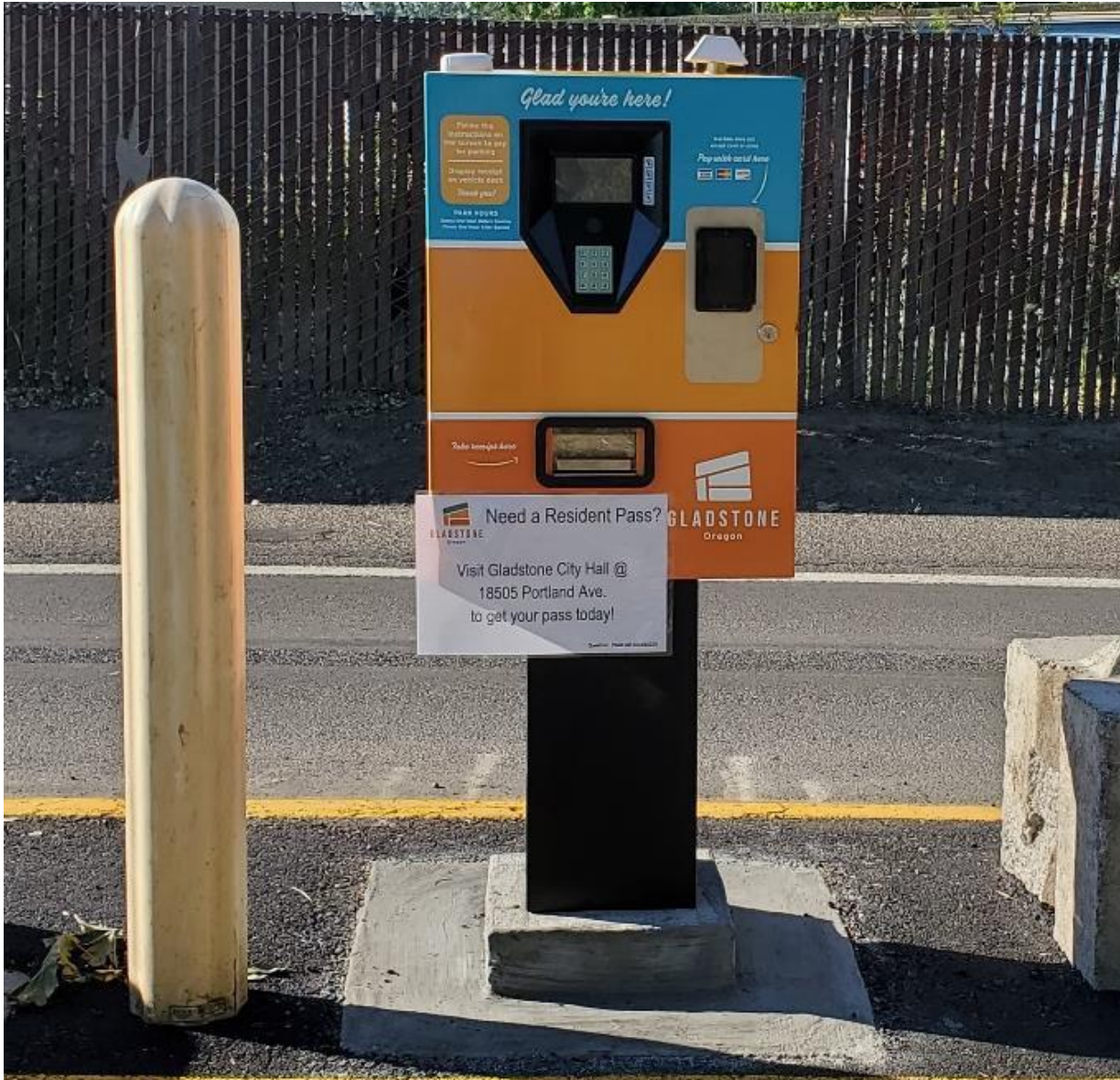
- Must expend a minimum of \$50,000 by June 30, 2023
- WES approval based on eligible projects
  - Recreational improvements to pathways, parks and trails
  - Enhancement of fish and wild habitat and riparian areas
  - Public education related to wastewater treatment and surface water management



# Parking Kiosk at Meldrum Bar Park

- Total revenue since installation in June, 2021 \$179,451.30
- Total expenditures since installation (\$111,074.97)
  - Consists of software licensing, credit card fees,
  - Supplies, kiosk engineering and equipment.
- Balance through January 31, 2023 \$68,376.33 net





- In the current and future budget, funding was to be provided for a .5 fte for Parks maintenance Worker II, estimated at \$50 - \$60 thousand per year (fully benefitted)
- Funds have not been available to date, and the position has remained unfilled.
- Intention to budget within the next biennium and ongoing in the future.



**Parking Kiosk - Net Profit (Loss)**

installed June, 2021

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
<b>Revenues:</b>			
July		27,682.00	15,747.00
August		16,611.00	14,525.00
September		9,736.00	8,383.00
October		5,894.00	4,963.00
November		2,179.00	1,525.00
December		1,799.00	1,718.00
January		6,018.00	4,921.00
February		5,359.00	
March		7,373.00	
April		11,072.00	
May		11,380.00	
June	12,657.30	9,909.00	
	<u>12,657.30</u>	<u>115,012.00</u>	<u>51,782.00</u>
<b>Expenditures:</b>			
Contractual Services	-	3,488.38	1,312.70
Credit card fees	-	4,998.08	2,366.19
Operations & Maintenance	-	9,656.14	622.60
Purchase & install kiosk	83,208.38	5,422.50	-
Year to date	<u>83,208.38</u>	<u>23,565.10</u>	<u>4,301.49</u>
<b>Net Profit (Loss)</b>	<u>(70,551.08)</u>	<u>91,446.90</u>	<u>47,480.51</u>
<b>Cumulative Balance</b>	<b>(70,551.08)</b>	<b>20,895.82</b>	<b>68,376.33</b>



# Grants

- Received - Oregon Department of Fish & Wildlife – Dredging and Dock at Meldrum Bar Park (two separate grants)
- Applying for LWCF – Land and Water Conservation Fund for Nature Park Trail Loop
- Significant time investment in grant application, construction and monitoring overall compliance – projects must be chosen wisely



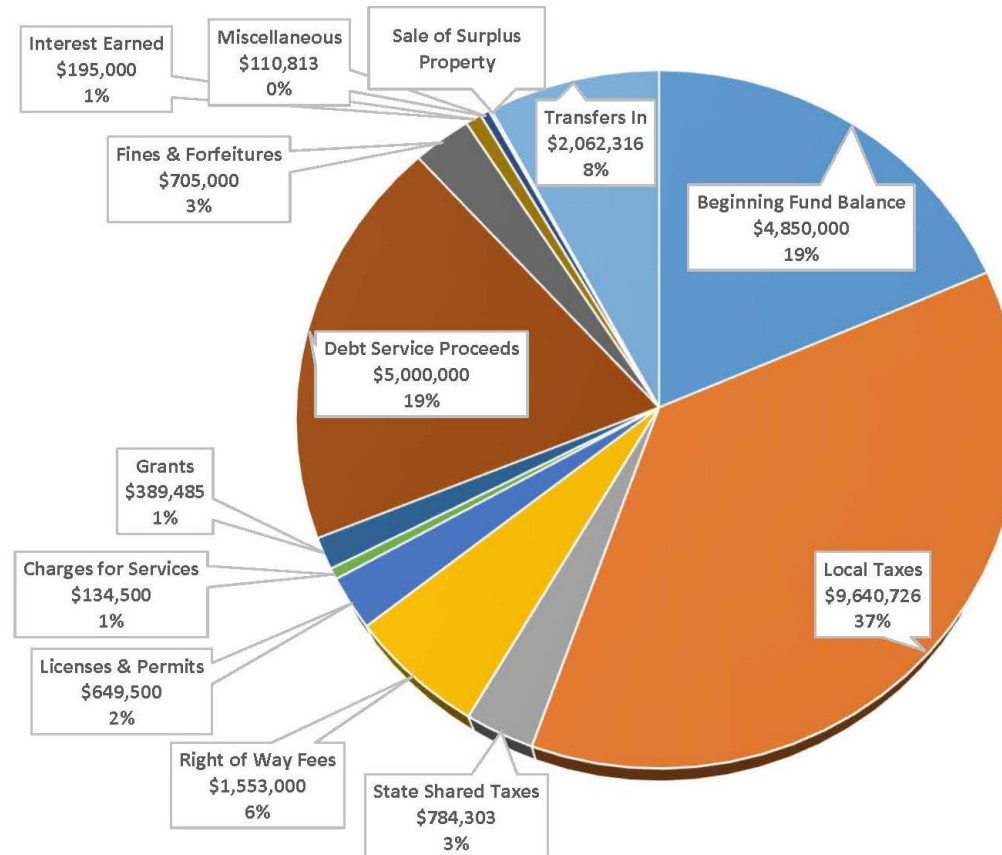
# General Fund Budgeting



# Revenues

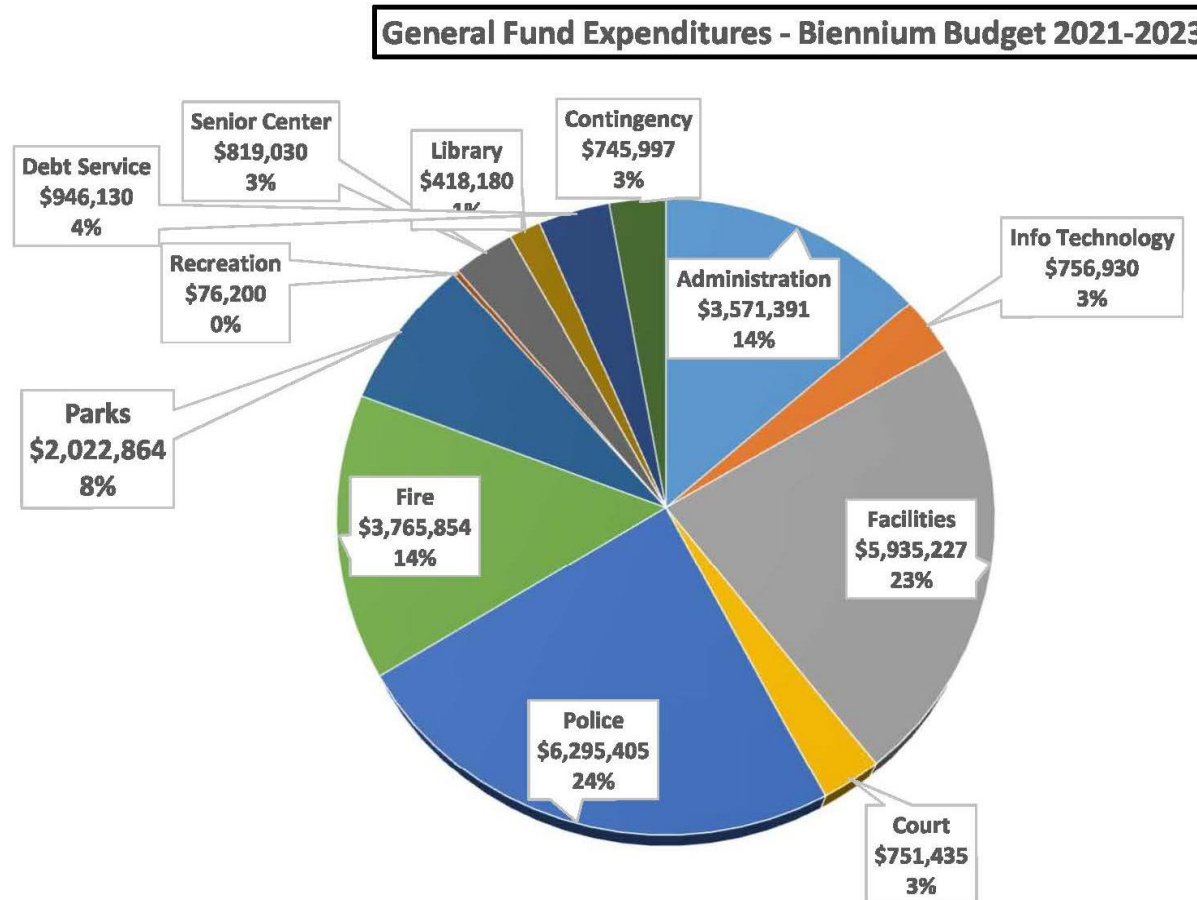
This pie chart illustrates the General Fund revenues broken down by categories. Most revenues are available for use by all departments within the General Fund, but some are restricted to specific departments (such as Parking Permits).

General Fund Revenues - Biennium Budget 2021-2023



# Expenditures

This pie chart illustrates the General Fund expenditures broken down by departments. All departments within the General Fund share in the available revenues, and priorities of appropriations are established during the budget process each biennium.



## PARKS & RECREATION DEPARTMENT EXPENDITURES

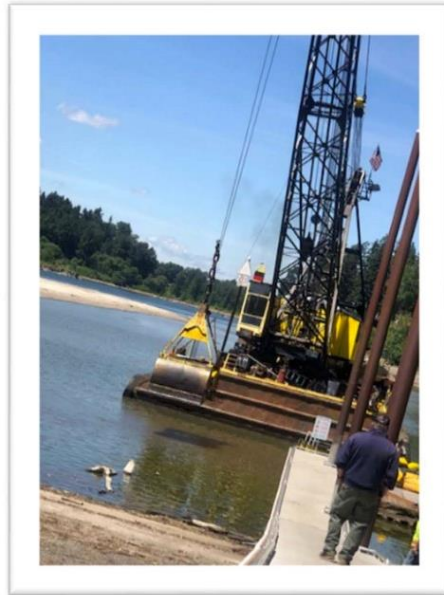
The City of Gladstone has 14 city parks, and the Public Works Department is responsible for regular maintenance of 11 of the parks. Gladstone's beautiful parks offer countless recreational options to our residents and visitors alike.

### 2019-2021 Noteworthy Items:

- ✓ Completed the Meldrum Bar Dredging project in conjunction with the Oregon State Marine Board.
- ✓ Approval to begin the Gladstone Nature Park Site Plan.
- ✓ Implementation of the Meldrum Bar parking fee.

### 2021-2023 Budget Highlights:

- Create park maintenance standards.
- Continue to move towards approval for Meldrum Bar Park site plan
- Ongoing management of hazardous tree removal



## Parks Expenditures

### Requirements - 526

Account Code	Description	FY 2016-17 Actuals	Biennium 2017-2019 Actuals	Biennium 2019-2021 Final Budget	2021-2023 Proposed Biennium	2021-2023 Approved Biennium	2021-2023 Adopted Biennium
<b>Personnel Services</b>							
432000	SALARIES	\$ 111,464	\$ 308,344	\$ 352,093	\$ 398,624	\$ 398,624	\$ 398,624
439000	PART-TIME/SEASONAL	15,836	34,964	65,000	100,000	100,000	100,000
451000	OVERTIME	1,732	6,291	7,000	11,000	11,000	11,000
470000	ASSOCIATED PAYROLL COSTS	69,006	187,486	232,885	285,143	285,143	285,143
<b>Total Personnel Services</b>		<b>\$ 198,038</b>	<b>\$ 537,085</b>	<b>\$ 656,978</b>	<b>\$ 794,767</b>	<b>\$ 794,767</b>	<b>\$ 794,767</b>
<b>Materials &amp; Services</b>							
500110	CONTRACTUAL & PROFESSIONAL	\$ 69,716	\$ 38,772	\$ 65,000	\$ 20,400	\$ 20,400	\$ 20,400
510052	MARINE BOARD ASSISTANCE PROGRM	548	-	-	-	-	-
520130	OPERATIONS, MAINTENANCE & REPAIRS	32,207	154,462	140,000	145,000	145,000	145,000
520132	HAZARDOUS TREE REMOVAL	23,940	39,338	60,000	70,000	70,000	70,000
520134	SPRAY PK OPERATE & MAINTENANCE	939	267	-	-	-	-
520300	EQUIPMENT MAINTENANCE & SUPPLIES	14,354	220	-	-	-	-
520320	FLEET FUEL, MAINTENANCE & REPAIRS	1,377	28,453	42,000	45,000	45,000	45,000
520400	OFFICE SUPPLIES & EQUIPMENT	393	3,423	3,360	5,000	5,000	5,000
530120	PORTABLE RESTROOM RENTALS	10,152	-	-	-	-	-
540220	TRAVEL, CONFERENCES & TRAINING	770	1,252	3,500	3,500	3,500	3,500
540300	SMALL TOOLS, EQUIPMENT & SAFETY	4,285	15,071	30,000	20,000	20,000	20,000
540400	DUMPING, HAULING & GARBAGE	1,408	801	3,000	3,000	3,000	3,000
560100	UTILITIES	10,050	51,995	60,000	70,000	70,000	70,000
<b>Total Materials &amp; Services</b>		<b>\$ 170,139</b>	<b>\$ 334,054</b>	<b>\$ 406,860</b>	<b>\$ 381,900</b>	<b>\$ 381,900</b>	<b>\$ 381,900</b>
<b>Capital Outlay</b>							
660100	EQUIPMENT REPLACEMENT RESERVES	\$ 70,262	\$ 31,569	\$ 120,200	\$ 87,344	\$ 87,344	\$ 87,344
671200	METRO LOCAL SHARE	67,343	-	-	-	-	-
676050	SYSTEMS IMPROVEMENTS & PROJECTS	-	154,448	196,943	799,285	799,285	799,285
<b>Total Capital Outlay</b>		<b>\$ 137,605</b>	<b>\$ 186,017</b>	<b>\$ 317,143</b>	<b>\$ 886,629</b>	<b>\$ 886,629</b>	<b>\$ 886,629</b>
<b>Total Requirements</b>		<b>\$ 505,782</b>	<b>\$ 1,057,156</b>	<b>\$ 1,380,981</b>	<b>\$ 2,063,296</b>	<b>\$ 2,063,296</b>	<b>\$ 2,063,296</b>
<b>FTE COUNT</b>		<b>1.60</b>	<b>2.25</b>	<b>2.45</b>	<b>2.90</b>	<b>2.90</b>	<b>2.90</b>





City of Gladstone  
Parks Department

# Budget Report

## Account Summary

For Fiscal: 2022-2023 Period Ending: 01/31/2023

		Original Total Budget	Current Total Budget	2021-2022 Activity	January Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used/ Received
<b>Fund: 100 - GENERAL FUND</b>									
<a href="#">100-000-313025</a>	PARKING PERMITS	500,000.00	500,000.00	115,012.00	4,921.00	51,782.00	166,794.00	(333,206.00)	33.36
<a href="#">100-000-314110</a>	PARK SDC FEES	-	-	-	-	3,669.38	3,669.38	3,669.38	-
<a href="#">100-000-314111</a>	SDC REIMBURSEMENT FEE	-	-	-	-	392.67	392.67	392.67	-
<a href="#">100-000-315065</a>	WES/GOOD NEIGHBOR GRANT	100,000.00	100,000.00	52,500.00	-	-	52,500.00	(47,500.00)	52.50
	<b>Park Dedicated Revenue Totals</b>	<b>600,000.00</b>	<b>600,000.00</b>	<b>167,512.00</b>	<b>4,921.00</b>	<b>55,844.05</b>	<b>223,356.05</b>	<b>(376,643.95)</b>	<b>37.23%</b>
<b>Expense</b>									
<b>Department: 526 - PARKS</b>									
<b>RptCategory: 40 - PERSONNEL SERVICES</b>									
<a href="#">100-526-437049</a>	PUBLIC WORKS DIRECTOR	46,111.00	46,111.00	22,960.78	2,087.40	14,611.80	37,572.58	8,538.42	81.48
<a href="#">100-526-437050</a>	PUBLIC WORKS SUPERVISOR	81,292.00	81,292.00	37,297.60	3,274.16	22,919.12	60,216.72	21,075.28	74.07
<a href="#">100-526-437051</a>	PW OPERATIONS MANAGER	19,919.00	19,919.00	-	-	-	-	19,919.00	0.00
<a href="#">100-526-437055</a>	PW ADMIN ASSISTANT	20,695.00	20,695.00	11,725.60	1,625.82	11,272.71	22,998.31	(2,303.31)	111.13
<a href="#">100-526-437070</a>	UTILITY WORKER, JOURNEY	144,436.00	144,436.00	27,794.92	2,465.30	16,815.49	44,610.41	99,825.59	30.89
<a href="#">100-526-437071</a>	UTILITY WORKER II	86,171.00	86,171.00	59,544.00	4,386.99	30,777.33	90,321.33	(4,150.33)	104.82
<a href="#">100-526-439011</a>	SEASONAL HELP	100,000.00	100,000.00	23,423.05	-	21,412.09	44,835.14	55,164.86	44.84
<a href="#">100-526-450100</a>	OVERTIME	11,000.00	11,000.00	1,165.19	16.63	174.67	1,339.86	9,660.14	12.18
<a href="#">100-526-470000</a>	ASSOCIATED PAYROLL COSTS	285,143.00	285,143.00	84,035.55	7,311.51	52,989.37	137,024.92	148,118.08	48.05
	<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>794,767.00</b>	<b>794,767.00</b>	<b>267,946.69</b>	<b>21,167.81</b>	<b>170,972.58</b>	<b>438,919.27</b>	<b>355,847.73</b>	<b>55.23%</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>									
<a href="#">100-526-500110</a>	CONTRACTUAL & PROFESSIONAL SERVICES	20,400.00	20,400.00	34,149.93	1,552.52	12,886.44	47,036.37	(26,636.37)	230.57
<a href="#">100-526-520120</a>	BANK CHARGES	-	-	4,998.08	-	2,366.19	7,364.27	(7,364.27)	0.00
<a href="#">100-526-520130</a>	OPERATIONS, MAINTENANCE & REPAIRS	145,000.00	145,000.00	82,771.60	1,589.71	22,431.95	105,203.55	39,796.45	72.55
<a href="#">100-526-520132</a>	HAZARDOUS TREE REMOVAL	70,000.00	70,000.00	1,300.00	-	-	1,300.00	68,700.00	1.86
<a href="#">100-526-520220</a>	EQUIPMENT OPERATION/MAINTENANCE	-	-	225.06	-	-	225.06	(225.06)	0.00
<a href="#">100-526-520320</a>	FLEET FUEL, MAINTENANCE & REPAIR	45,000.00	45,000.00	17,524.34	389.13	12,989.83	30,514.17	14,485.83	67.81
<a href="#">100-526-520400</a>	OFFICE SUPPLIES & EQUIPMENT	5,000.00	5,000.00	2,132.09	31.98	1,328.55	3,460.64	1,539.36	69.21
<a href="#">100-526-540220</a>	TRAVEL, CONFERENCES & TRAINING	3,500.00	3,500.00	419.15	95.84	252.32	671.47	2,828.53	19.18
<a href="#">100-526-540300</a>	SMALL TOOLS, EQUIPMENT & SAFETY SUPP	20,000.00	20,000.00	3,974.32	7.91	2,298.25	6,272.57	13,727.43	31.36
<a href="#">100-526-540400</a>	DUMPING, HAULING, GARBAGE	3,000.00	3,000.00	-	-	-	-	3,000.00	0.00
<a href="#">100-526-560100</a>	UTILITIES	70,000.00	70,000.00	38,418.98	802.17	25,808.66	64,227.64	5,772.36	91.75
	<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>381,900.00</b>	<b>381,900.00</b>	<b>185,913.55</b>	<b>4,469.26</b>	<b>80,362.19</b>	<b>266,275.74</b>	<b>115,624.26</b>	<b>69.72%</b>





	Original Total Budget	Current Total Budget	2021-2022 Activity	January Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used/ Received
<b>RptCategory: 60 - CAPITAL OUTLAY</b>								
<a href="#">100-526-660100</a> EQUIPMENT REPLACEMENT RESERVES	87,344.00	87,344.00	-	-	-	-	87,344.00	0.00
<a href="#">100-526-676050</a> SYSTEM IMPROVEMENTS & PROJECTS	758,853.00	758,853.00	55,150.00	-	22,958.75	78,108.75	680,744.25	10.29
<b>RptCategory: 60 - CAPITAL OUTLAY Total:</b>	<b>846,197.00</b>	<b>846,197.00</b>	<b>55,150.00</b>	<b>-</b>	<b>22,958.75</b>	<b>78,108.75</b>	<b>768,088.25</b>	<b>9.23%</b>
<b>Department: 526 - PARKS Total:</b>	<b>2,022,864.00</b>	<b>2,022,864.00</b>	<b>509,010.24</b>	<b>25,637.07</b>	<b>274,293.52</b>	<b>783,303.76</b>	<b>1,239,560.24</b>	<b>38.72%</b>
<b>Expense Total:</b>	<b>2,022,864.00</b>	<b>2,022,864.00</b>	<b>509,010.24</b>	<b>25,637.07</b>	<b>274,293.52</b>	<b>783,303.76</b>	<b>1,239,560.24</b>	<b>38.72%</b>
<b>Park Dept. Revenue less Expenditures</b>	<b>(1,228,097.00)</b>	<b>(1,228,097.00)</b>	<b>(341,498.24)</b>	<b>(20,716.07)</b>	<b>(218,449.47)</b>	<b>(559,947.71)</b>	<b>(1,616,204.19)</b>	<b>17.79%</b>

Note: (Bracketed) numbers reflect the amount of budget subsidized by all General Fund Revenues over the revenues listed above dedicated to Parks

**System Improvements consists of:**

	FY 2021-22	FY 2022-23	Total Biennium	
Land Sale Carryforward	75,000	-	75,000	
Parking Revenue Estimate	250,000	199,285	449,285	
Good Neighbor Grant	150,000	50,000	200,000	
Meldrum Bar Site Plan	75,000	-	75,000	
Adjustment for PW Facility share		(40,432)	(40,432)	Budget adjustment approved 05/10/2022, Res. #1209
<b>Total Planned Expenditures</b>	<b>\$ 550,000</b>	<b>\$ 208,853</b>	<b>\$ 758,853</b>	