



BAINBRIDGE ISLAND METROPOLITAN PARK AND RECREATION DISTRICT 2016 BUDGET

BOARD OF COMMISSIONERS

Lee Cross

Ken Dewitt

Jay Kinney

Kirk Robinson

John T. Swolgaard

Mission Statement

The mission of the Bainbridge Island Metropolitan Park & Recreation District is to build a healthy community through effective, sustainable stewardship of the District's parks and open space, and through the development and delivery of innovative cultural and recreation opportunities.

District contact information

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Bainbridge Island, WA 98110

(206) 842-2306

BUDGET MESSAGE FROM THE EXECUTIVE DIRECTOR

It is my pleasure to present the District Budget for the 2016 Calendar year. This budget reflects the District's ongoing commitment to providing quality park and recreation services in a fiscally responsible and sustainable way.

2015 Accomplishments

The District celebrated its 50th year of service to the community of Bainbridge Island. Several events were conducted in 2015 to include the community in the celebration including a Haunted Hayride event at Battle Point Park which provided entertainment to over 700 people.

On February 6, 2015 the voters overwhelmingly approved the passage of a bond measure to purchase 23 acres of property in Winslow area, commonly known as Sakai. Due to sustainable and responsible budget practices the District maintained its AA Standard and Poors rating which helped keep the cost of the bond down. The 2016 budget reflects the District's plans to hold a public process to determine what we will do with this amazing piece of property. Once the process is complete there is funding available to begin work on the park.

The District completed Phase 3 of a one million dollar Rotary Park ballfield renovation project. In addition, work began at that location on Owens Playground, the first fully accessible park to be built in Kitsap County.

The District also is nearing completion of a playground at Schel Chelb Park. This Park will be the first "Nature Play" playground structure on Bainbridge Island.

The Park District accepted the donation of a new park in the Winslow area, Red Pine Park.

Several trails were completed in 2015 including the John Nelson trail, Veterane and Knudsen Trails.

A restroom was built at Blakely Park. This facility is a self-contained restroom designed and built by staff. It is a low impact design that has no power, water or sewer connections. It is battery operated with a solar panel that charges the battery which operates the pumps to run the water for the fixtures. Cost to service the unit has proven to be very similar to the cost of renting a portable toilet, however the user experience is much nicer.

The District had an opportunity to buy back the Boys and Girls Club portion of the Aquatics Center. This has added 2035 square feet of programing space for Park District Programs.

2016 Financial Outlook

Throughout the year, the District continually assesses current and future needs while implementing a fiscally sound and sustainable budget model.

The District is budgeting an 8% increase in tax revenue. For the first time in three years, the Lid Lift funding is back allowing us to budget funding for acquisition and development of parks. Acquisitions will focus on the trail easements needed to continue to moving towards an integrated trail system on Bainbridge Island.

Recreation classes continue to grow and develop. Program revenue is projected to increase by 9%, representing a slight fee increase as well as projected growth in participation.

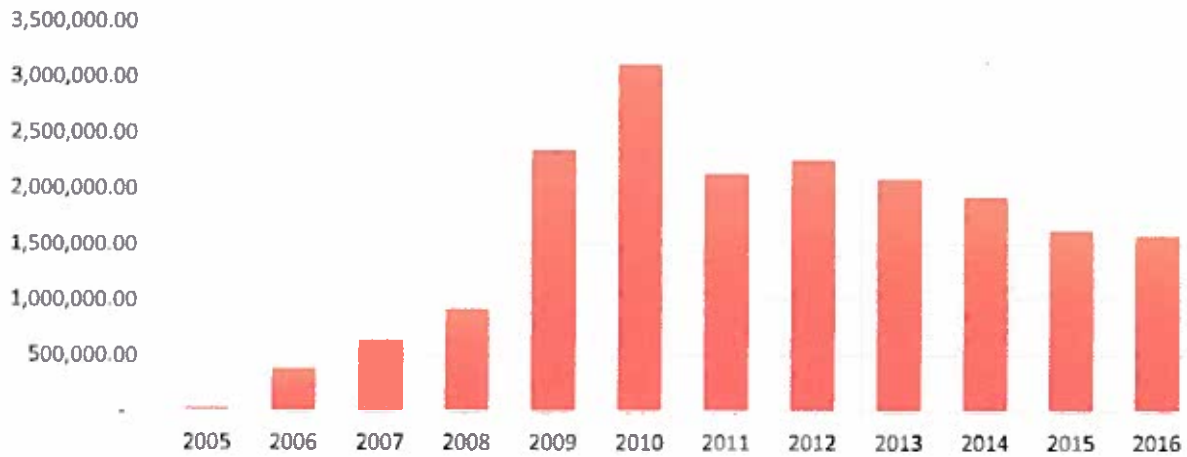
Rental revenue is projected to increase by 15%, representing a concentrated effort by the District to increase the number of rentals for each facility to better cover the cost of maintenance.

Finally, donations in the General Fund are projected to increase by 103% representing an increased effort to search out different agencies to partner with the District for various projects.

The 2016 budget reflects an appropriation of \$20,000 to conduct a public process to determine what we will do with the newly purchased Sakai Property. Once the process is complete there is funding available to begin work on the park.

A healthy reserve balance is necessary to ensure the financial health of the District. While the 2016 budget reflects a small amount of deficit spending, this trend has decreased to less than \$50,000. It is projected that 2017 budget will not include any deficit spending. The District currently has 3 months of operation expenses held in reserves which is approximately \$1,600,000. Throughout the year, the balance in the general fund will fluctuate but due to revenue is not anticipated to fall below \$1,200,000.

Reserve Balance



The 2016 budget reflects the following Capital improvement Projects.

Aquatics - automated chemical control	30,000
Aquatics Fire System	8,000
Battle point entry loop	20,000
BP Trail (Bulk Bins) Forest to Sky	10,000
Contingency	13,000
Eagledale Power	1,000
Fay Roofs	15,000
Fort Ward Barracks Assessment	1,500
Rotary Park Renovation or Shelter	45,000
Trail upgrades and renovation	10,000
Williams - House removal	15,000
TOTAL GENERAL FUND	168,500
Drinking Fountains	10,000

Fay Electrical	20,000	
Hidden Cove Dock	50,000	
Hill Top Bathroom	15,000	
Kayak Storage	1,500	
TOTAL LID LIFT FUNDING	96,500	
Bakery(FT Ward)	187,000	<i>Donations</i>
Blakely Jetty Bridge	250,000	<i>Donations</i>
Blakely Phase 2	100,000	<i>Donations</i>
Hidden Cove Dock	540,000	<i>Lid Lift - RCO Grant - Donation- Reserves</i>
Owen's playground	200,000	<i>Donations</i>
Rotary Batting Cages	15,000	<i>Donations</i>
Sakai	171,000	<i>bond</i>
TOTAL OTHER FUNDING	1,463,000	

2016 marks a year of continued dedication to serving the needs of our community. Thank you to everyone that shared their vision and ideas for the future.



Terry Lande
Executive Director

Staff Organization

The total number of full time employees projected for 2016 is 40. There are also 5 regular part time employees. Regular part time employees receive the same benefits of full time and work approximately 1700 hours per year versus 2080 hours worked by full time staff. (See attached organizational charts)

Budget Process

September 10, 2015: Preliminary budget discussions with the Board of Commissioners

October 1, 2015: Budget work session with the Board of Commissioners

October 15, 2015: First reading of the 2016 Proposed Budget

November 5, 2015: Second and final reading of the 2016 Proposed Budget

District Funds

The district uses the cash basis form of accounting and fund accounting. Fund accounting emphasizes accountability versus profit and ensures that money collected for a special purpose is spent for the intended purpose. A brief explanation of each fund follows:

General Fund:

The general fund is the operating fund of the District. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Capital Improvement Fund:

These funds account for financial resources which are designated for the acquisition, improvement or construction of general capital projects.

Debt Service Fund:

These funds account for the accumulation of resources to pay principal, interest and related cost on general long-term debt.

Land Acquisition Fund:

This fund is designated by the board to account for financial resources which are designated for the acquisition of land for use in the furtherance of the Districts purpose.

The District has the following fiduciary fund:

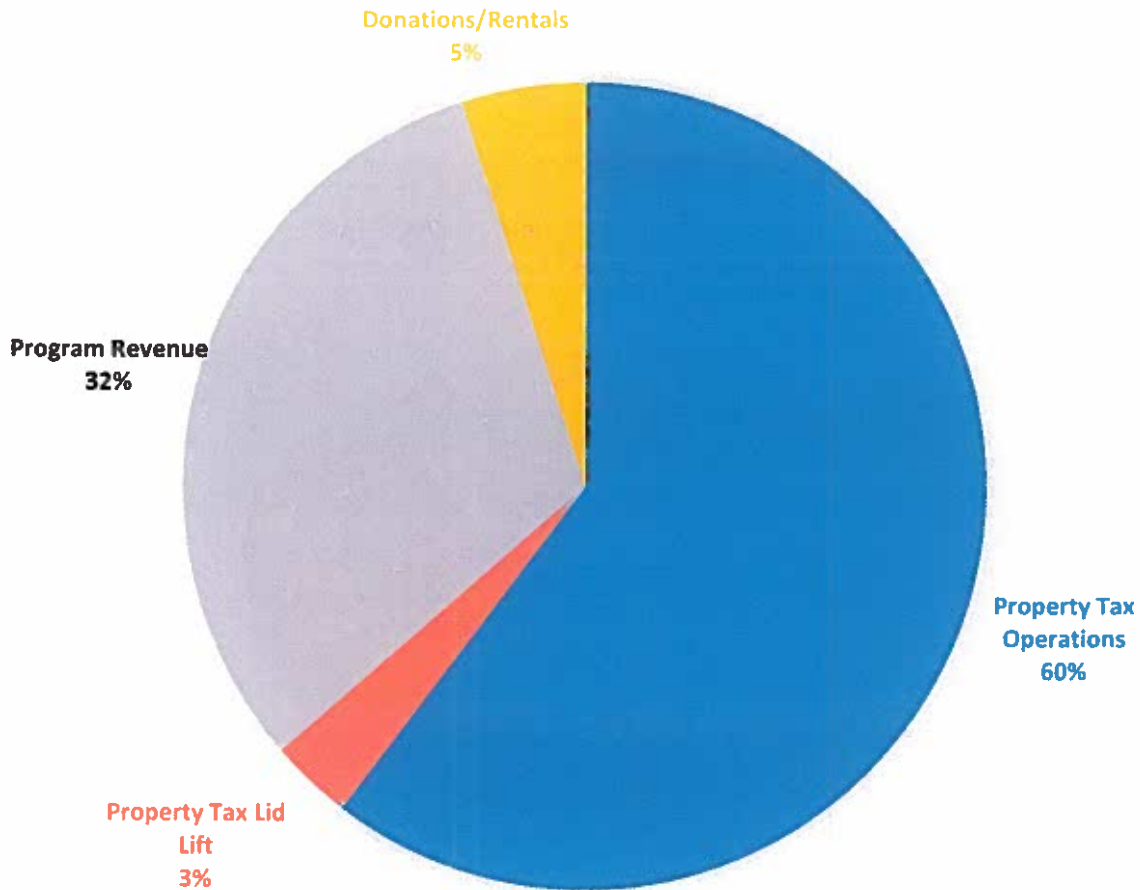
Deposit Fund:

Fund 94954 was designated by the board to place deposits paid to the Park District by the caretakers living at various parks.

BUDGET INFORMATION

General Fund Revenue	2014	2015-Budget	2016-Projected
Beginning Cash	\$ 1,934,298.00	\$ 1,832,789.00	\$ 1,532,789.00
Property Tax Operations	\$ 3,946,284.00	\$ 4,387,083.00	\$ 4,493,823.00
Property Tax Lid Lift	\$ -	\$ -	\$ 244,156.00
Intergovernmental	\$ 3,945.00	\$ -	\$ -
Program Revenue	\$ 2,263,089.00	\$ 2,124,595.00	\$ 2,342,945.00
Donations/Rentals	\$ 354,783.00	\$ 290,990.00	\$ 374,830.00
Other	\$ 324,827.00	\$ -	\$ -
Total Resources	\$ 8,827,226.00	\$ 8,635,457.00	\$ 8,988,543.00

2016 BUDGETED GENERAL FUND REVENUE



General Fund Revenue less Expenses by Division-2016 Budget

Tax Revenue

Tax - Operations	4,494,746.00
Tax -Lid Lift	244,158.00
Interfund Transfers Out	<u>362,656.00</u>
Total	4,376,248.00

Administrative Division

Revenue	105,550.00
Expenses	<u>1,793,651.00</u>
Difference	(1,688,101.00)

Park Services Division

Revenue	165,590.00
Expenses	<u>1,634,502.00</u>
Difference	(1,468,912.00)

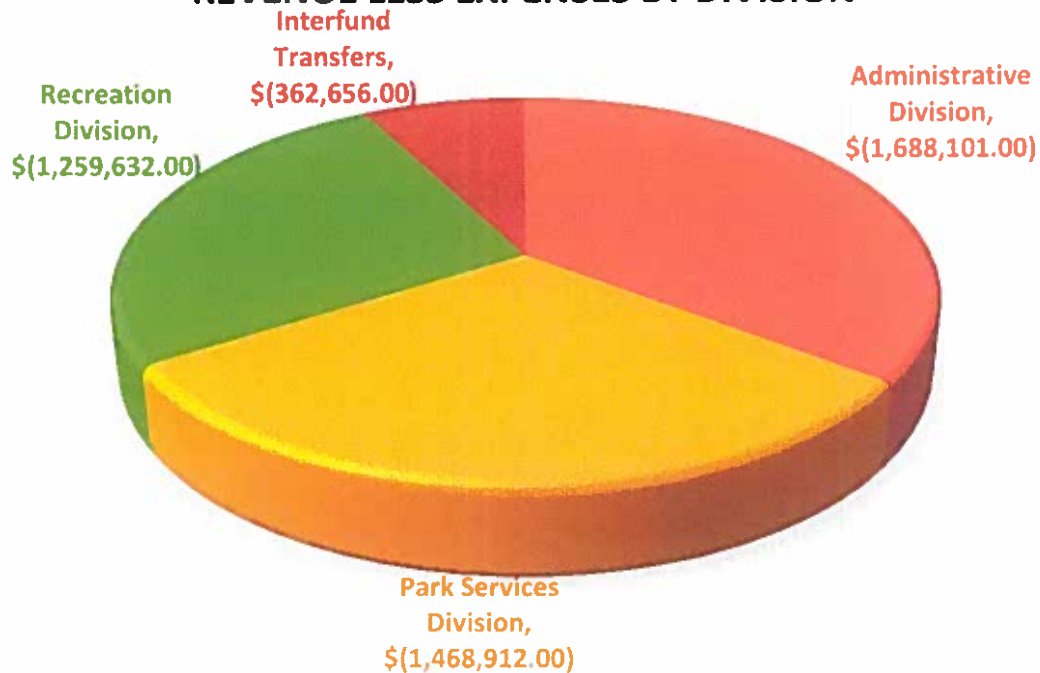
Recreation Division

Revenue	2,507,635.00
Expenses	<u>3,767,267.00</u>
Difference	(1,259,632.00)

Excess/Deficit

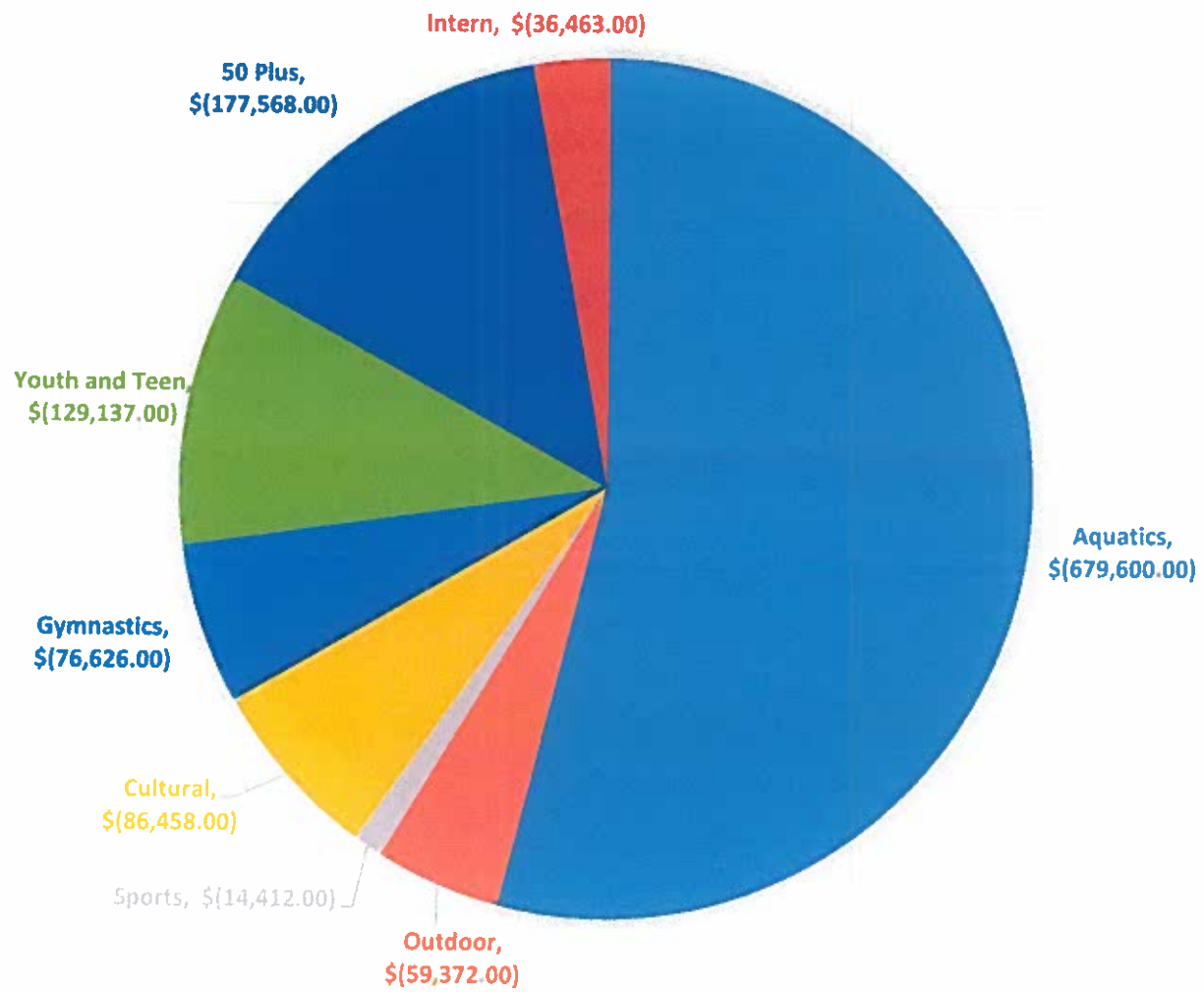
(40,397.00)

REVENUE LESS EXPENSES BY DIVISION

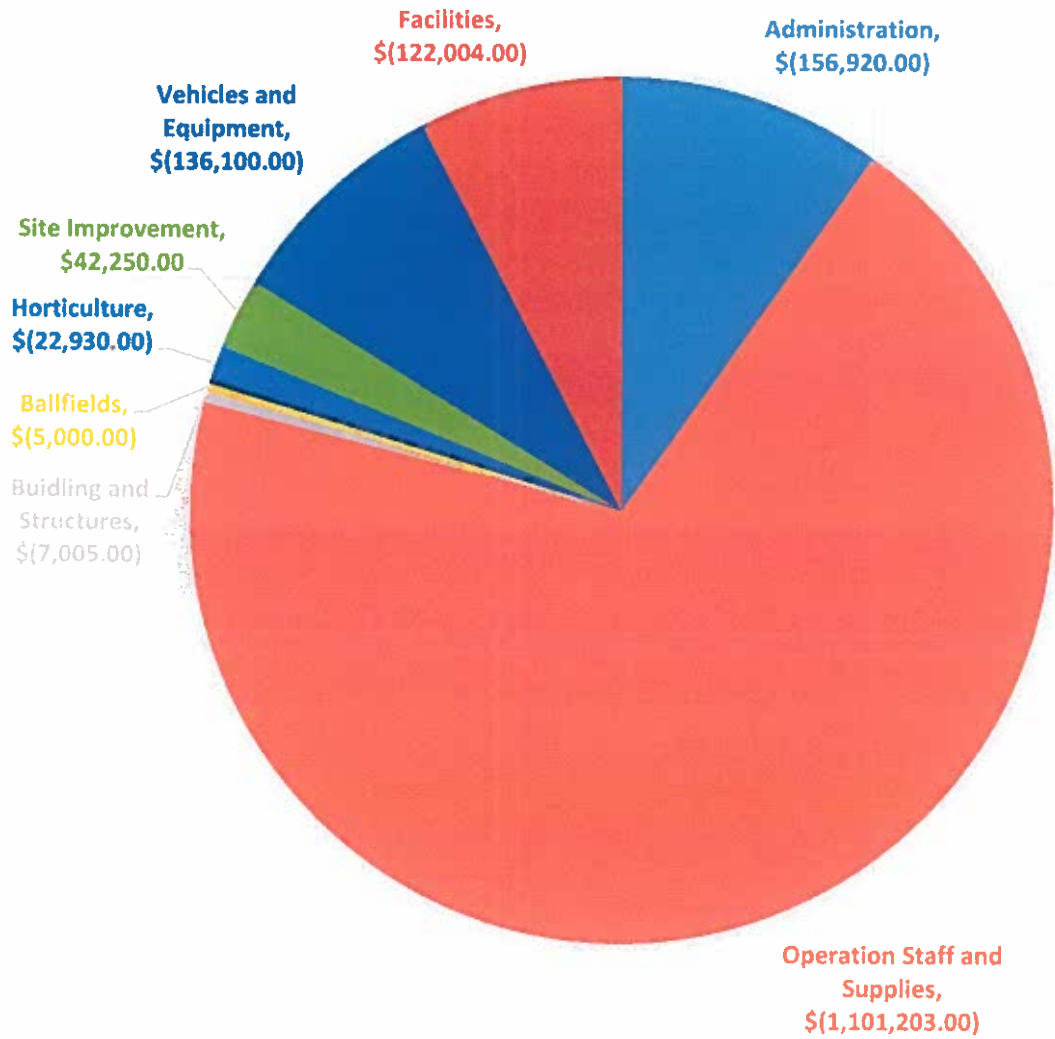


Revenue less expenses by department

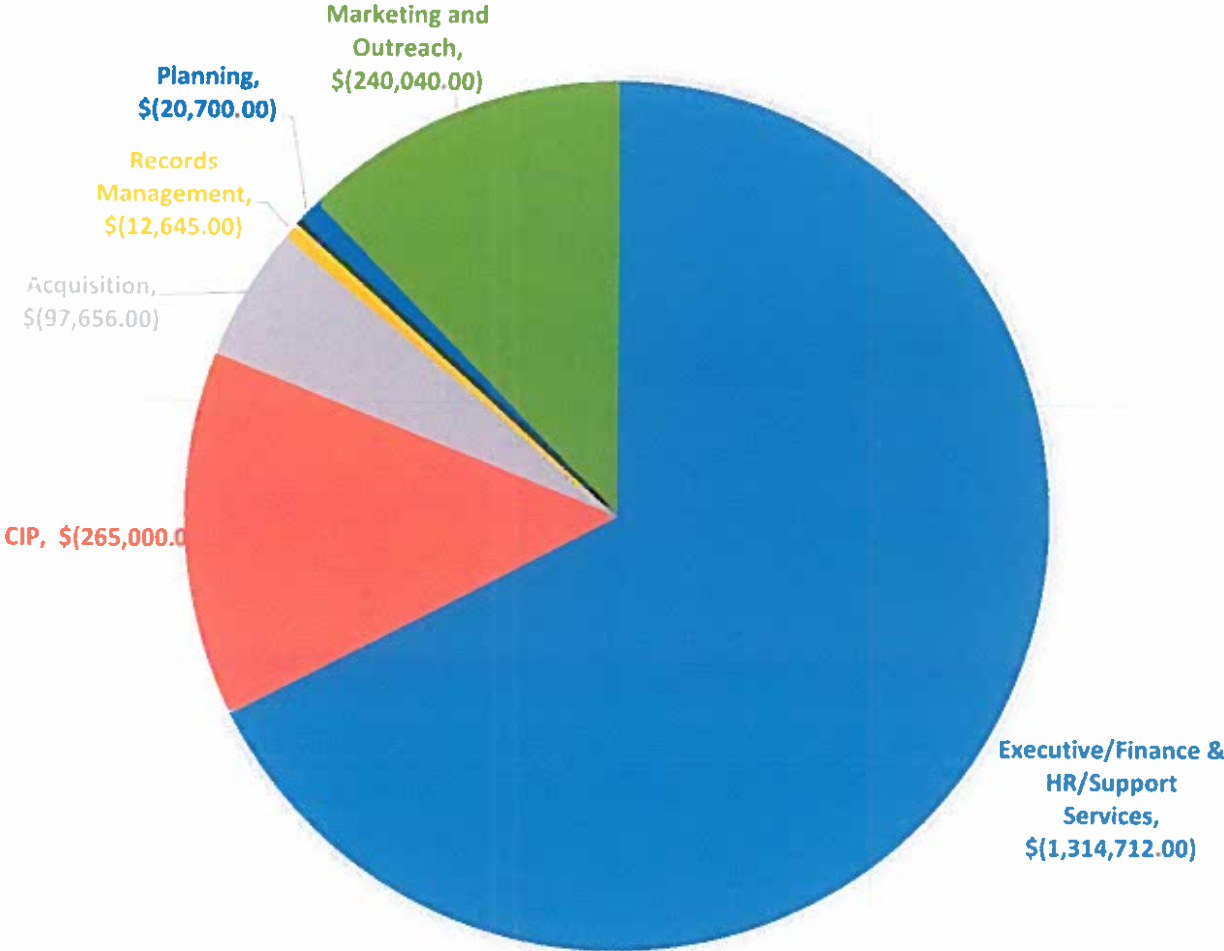
RECREATION DEPARTMENT'S



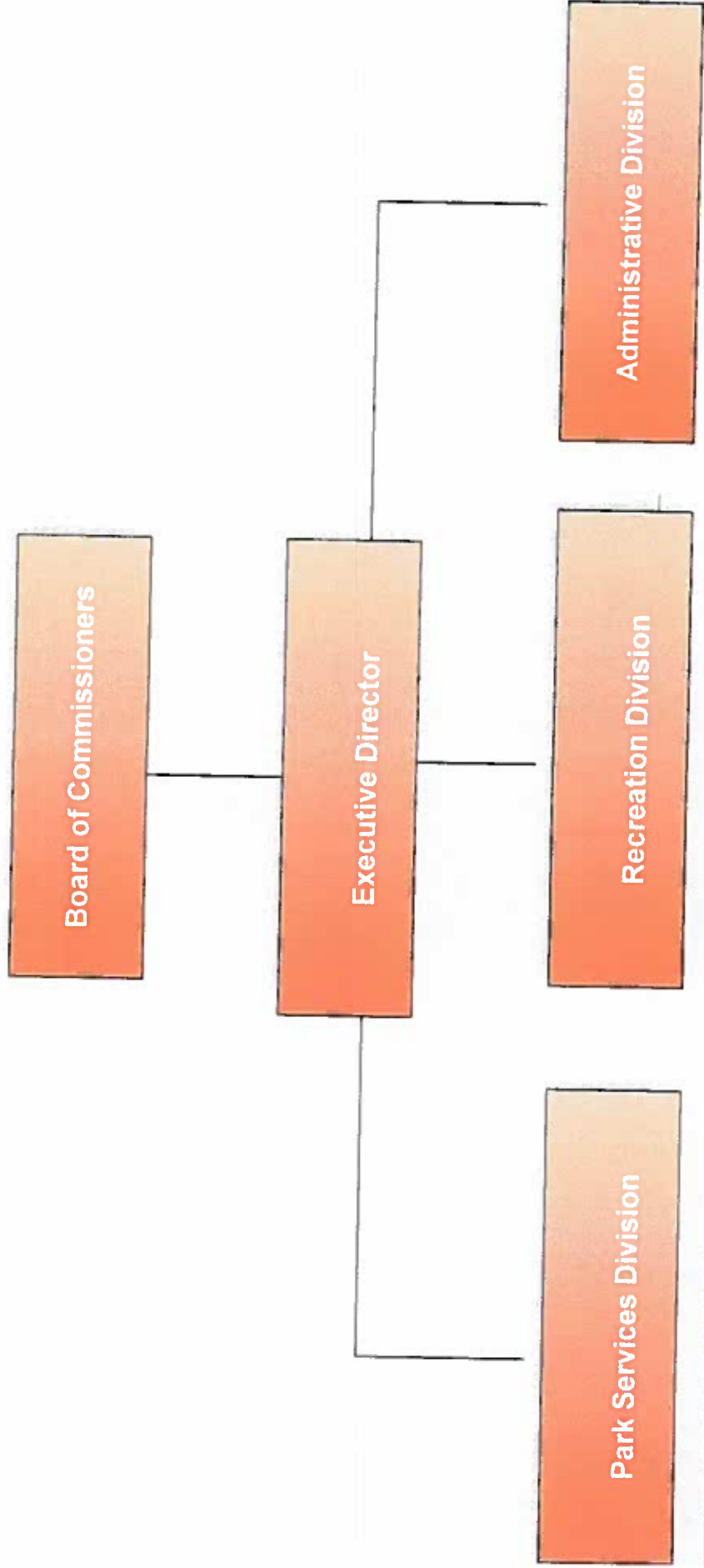
PARK SERVICES



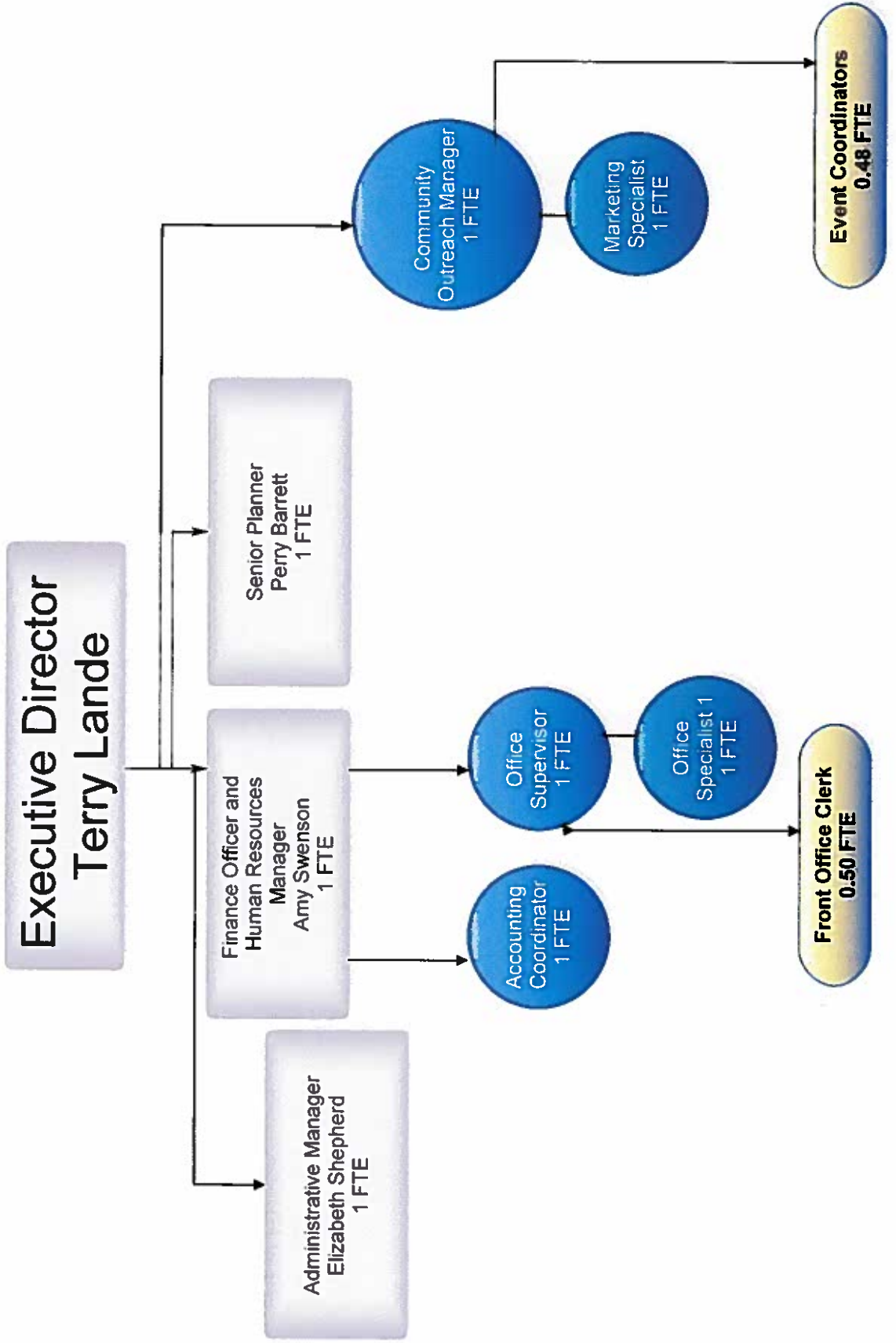
ADMINISTRATION



BIMPRD Organization Chart



Administrative Division Organization Chart



Recreation Division Organization Chart

