

CROCKETT RECREATION COMMISSION

Regular Business Meeting
AGENDA FOR MONDAY, MARCH 1, 2021

TIME: 6:00 PM
PLACE:

**** TELECONFERENCE - SEE BELOW ****

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:

Based on the mandates by the Governor in *Executive Order 33-20* and the County Public Health Officer to shelter in place and the guidance from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District offices are not open to the public at this time.
- The meeting will be conducted via tele conference using Zoom.
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

Agenda packet can be accessed at <https://www.town.crockett.ca.us/2021-3-1-recreation-commission-meeting>. *Public comments by phone and chat (online only) will be available during the teleconference.*

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling Zoom at (669) 900-9128. Enter the Meeting ID# 813 6127 0108 followed by the pound (#) key. More phone numbers can be found on Zoom's website by visiting Zoom Support and searching for local dial in numbers if the line is busy.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://zoom.us/j/81361270108> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Login through the Zoom mobile app on a smartphone and enter Meeting ID# 813 6127 0108.

The Crockett Recreation Commission is an agent of the Crockett Community Services District.

1. CALL TO ORDER – ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
(The Commission is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.)
4. CONSENT CALENDAR: Consideration of a motion to approve the following item:
 - a. Approve Minutes of February 1, 2021.
5. RECREATION:

6. **BUDGET AND FINANCE:**
 - a. Consider monthly Summary Worksheet and staff report on financial matters.
 - b. Consider mid-year budget FY 2020/2021.
7. **ADMINISTRATIVE:**

Receive report on actions taken by the District Board.
8. **REPORT OF DEPARTMENT MANAGER:** (This item is typically for exchange of information only. No action will be taken at this time.)
9. **REPORTS FROM COMMISSIONERS:** (This item is typically for exchange of information only. No action will be taken at this time.)
10. **FUTURE AGENDA ITEMS:**
11. **COMMENTS FROM COMMISSIONERS:**
12. **ADJOURNMENT** to April 5, 2021.

You will find the Minutes of this meeting posted on our website at www.town.crockett.ca.us. Visit our website for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa on the picturesque Carquinez Strait of the San Francisco Bay.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the General Manager at (510) 787-2992. Notification of at least 48 hours prior to the meeting or time when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California 94525.

CROCKETT RECREATION COMMISSION

of the Crockett Community Services District

850 Pomona Avenue - Crockett, CA 94525
Telephone (510) 787-2414
Fax (510) 787-3049
e-mail: recreation@town.crockett.ca.us
website: www.town.crockett.ca.us

MINUTES OF REGULAR MEETING, FEBRUARY 1, 2021

1. CALL TO ORDER: The meeting was called to order at 6:03 PM by Chairperson Cusack. Present were Commissioners Scheer and Valentini, along with Department Manager Wilson, Facilities Manager/Asst. Secretary Witschi and Administrative Services Manager Gunkelman. Commissioners Airoldi and Choquette were absent.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: None
4. CONSENT CALENDAR: The following consent item was approved unanimously (jv/as):
 - a. Approve Minutes of January 4, 2021.
- 5.a. AQUATICS REPORT FOR 2020: Mr. Wilson presented the 2020 Aquatics Performance Report with some of our key measurements that are done every summer. He said the pool was open for 63 days, about 30 days less than we normally are, and still brought in \$34,047 in revenue. The pool made \$8,590 in rent, but we had to refund \$3,600. He said there is a new item for COVID expenses which includes rental refunds, disinfectant and counter shields. We had total expenses of \$82,855 with an operating deficit of \$48,808. Mr. Wilson reported a loss of nearly \$50,000. In 2019, we had 7,574 people use the pool and this year we were restricted to 46 at a time and we still had 3,697 people attend. Pool rental revenue was 10,000 less than the year before. This year we did not have any lessons, but we sold \$3,817 at the snack bar. Utilities were a little more than the year before.
- 5.b. QUOTES FOR TREE REMOVAL AND TRIMMING: Mr. Wilson reported he received estimates from two different tree companies. He said there are two estimates from each company, one for tree removal and one for trimming. He said the cedar tree off the hillside is leaning over and it needs to be removed. If it falls it may hit somebody on the sidewalk or a car in the street. He said we need to trim the trees in the park and other areas to raise the canopy to make sure we are above seven feet, which is the limit, and to remove some of the branches out of the other trees to reduce the risk of a branch falling on someone in the park. He said A Plus gave us an estimate of \$2,705 for removal of the leaning cedar tree. Brightview gave us an estimate of \$4,875 for the cedar tree removal, along with two additional trees that are leaning. Mr. Wilson will have A Plus come back and give staff an estimate on the two additional trees that need to be removed. Mr. Wilson reported he has applied for a \$1,000 grant from the Crockett Community Foundation for the tree removal and trim trimming projects. It was the consensus of the commission to move forward on the projects once he receives a second estimate from A Plus.
6. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission. Mr. Gunkelman reported cash conversions and taxes over the last month of \$73,865.

7. DISTRICT BOARD ACTIONS: Mr. Gunkelman reported on the actions taken by the District Board in January. He said Director Barassi is the new Board President.

8. REPORT OF DEPT. MANAGER: Mr. Wilson reported the Recreation Department received over \$2,500 in donations last month and another \$1,000 is on its way. He said we started to repair some of the pavers in the back of the community center and the layout has been defined and dug out for David Botta's bench. The new pool covers have arrived and the old covers lasted 10 years and they usually last about 6 years. The Per Capita Grant application was submitted at the end of December and because Crockett is considered a severely disadvantaged community we are not required to have any matching funds and we received an additional \$2,025 for a total of \$179,025. The Pomona Street Retaining Wall and Stairs project required an arborist report on the protected trees and that report has been forwarded to the County. He said we are just waiting on the County to give us the variance so we can get the permit. Mr. Wilson reported some of the COVID restrictions have been loosened and some high school low contact sports can resume, swim team being one of them. We have not heard from John Swett High School as to whether or not they are going to have a swim team or if they want to rent the pool.

9. COMMISSIONERS: No reports.

10. FUTURE AGENDA ITEM:

Consider mid-year budget report.

11. COMMISSIONER COMMENTS: Commissioner Scheer thanked Mr. Wilson and Ms. Witschi for their work applying for the Per Capita Grant.

12. ADJOURNMENT: The meeting was adjourned at 6:38 PM until March 1, 2021.

Respectfully submitted,

Susan Witschi

Susan Witschi
February 2, 2021

CROCKETT RECREATION DEPARTMENT

of the Crockett Community Services District

850 Pomona Avenue - Crockett, CA 94525

Telephone (510) 787-2414

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website: www.town.crockett.ca.us

MONTHLY SUMMARY WORKSHEET

PREPARED FOR BOARD MTG 2-24-21

LATEST FUND REPORT: 2-11-21

OPERATING FUND 3241			
CASH CARRIED FORWARD:	\$106,682.69	INVESTED BALANCE:	\$257,458.84
ACTIVITY:		Invest Interest	\$407.02
<u>CHECKS AND PAYMENTS</u>		NET INVESTED:	\$257,865.86
Warrants (9020-9052)	(\$56,396.88)	\$50,222.82	c/d deposits
Wells Fargo CC Fees	\$0.00	\$207,643.04	avail. funds
Payroll recovery	\$0.00		
Invest Fees	(\$2.00)	FUND BALANCE:	\$403,366.13
<u>DEPOSITS AND CREDITS</u>		*** Below held in cash account ***	
Comm Center Booking	\$0.00	C/D BEGINNING BALANCE:	\$50,222.82
Fed Tax Refund	\$0.00	c/d deposit receipts	\$0.00
Cost Recovery Bocce	\$0.00	c/d deposit refunds	\$0.00
Donation	\$0.00	Trnsfr recovery	\$0.00
Tennis keys	\$0.00	NET C/D ENDING BALANCE	\$50,222.82
Transfer from Invest	\$30,000.00	CAP / RESTRICTED BAL:	\$4,639.60
Cash Conversion	\$0.00	Donations	\$0.00
United Way Pass-thru	\$0.00		\$0.00
Modem Refund	\$176.39	NET CAPITAL REPL. BAL:	\$4,639.60
Cancel Old Checks	\$207.57		
Parking fines	\$0.00	POLICE LIAISON BALANCE	\$8,253.92
Payroll recov CV&PC	\$2,407.50	Parking revenue	\$0.00
	\$0.00	Payroll/Expenses	\$0.00
		NET PLC ENDING BALANCE	\$8,253.92
CASH BALANCE:	\$83,075.27	XMAS LIGHT BEG BALANCE	\$496.57
ADV ON TAXES :	\$62,425.00	No activity	\$0.00
Cash Conversion	\$0.00	XMAS LIGHT END BALANCE	\$496.57
NET ADV ON TAXES:	\$62,425.00	CERT ACTIVITY: None	\$0.00
		CERT Ending Balance:	\$0.00
		PETTY CASH BALANCE:	\$60.00
		TAXES held in 3240:	\$ 45,279.65
		CO.charges in 3240:	\$ -
		ACCRUED CREDIT:	
		PY due from MAINT Dep	\$ -
		Debt Retired	\$ -
		NET DUE to REC:	\$ -

c:\mydocs\rec\budsfin\wrksht.xls

Commissioners: Jeff Airoidi, Louise Choquette, Tom Cusack, Anne Scheer, John Valentini

6.a.

CROCKETT RECREATION COMMISSION

of the Crockett Community Services District

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e-mail: recreation@town.crockett.ca.us

website: www.town.crockett.ca.us

TO: Commissioners

FROM: Administrative Manager VB

SUBJECT: Mid-Year Budget Report for General Fund 3241

DATE: January 29, 2021

The mid-year Recreation Budget Report includes individual 7-month profit and loss statement of each of the Recreation Department's cost centers. The adopted FY 2020/21 budget included an approximate 7-month revenue of \$454,630 (\$632,951 year-end total) and expenses of \$342,032 (\$556,255 year-end total); not including a Capital Project Allocation of \$112,500. We are currently in a budget deficit of approximately \$208,026, much of which can be accounted for. It will be important to review the 7-month budget report and make adjustments accordingly to keep the Recreation budget in check.

COMMUNITY CENTER:

As of January 28, operating revenue for the Community Center cost center is \$10,400, which is \$122,639 lower than anticipated (7.8% of target) primarily because of lack of rentals and services sold at the Community Center. Expenses are under budget by \$38,804, primarily due to lower maintenance and operational costs. Payroll expenses are currently over budget by \$12,369, it should be noted that the adopted budget allocates approximately \$20,000 less than PY's actuals.

AQUATICS:

The aquatics program was very successful this summer, with operating revenue of \$24,339 (87% of target). Expenses are over budget by \$15,718, with water and Capital replacements accounting for much of that. Payroll costs are over budget by \$14,112, it should be noted that the adopted budget is considerably less than PY's adopted and actual budgets.

PARK:

Commissioners: Jeff Airoidi, Louise Choquette, Tom Cusack, Anne Scheer, John Valentini

This cost center's adopted budget of \$143,610 includes \$96,500 in grants, and a recreation tax allocation of \$46,579. Taking that into consideration, the parks revenue of \$125 is about 24% of target, primarily because tennis/restroom keys are under budget. Expenses are under budget by \$21,764, almost entirely due to lowered maintenance and capital replacement costs. Payroll expenses are just under target by \$442.

POLICE LIAISON:

Parking fine revenue is the only source of income for the Police Liaison Committee. Income generated from parking fines is higher than budgeted by \$143. Expenses are under budget, resulting in a net income of \$375.

ADMINISTRATIVE:

Recreation property tax revenue is the primary source of income supporting the administrative costs of the District office. The current statement shows the entirety of the \$136,290 recreation tax going here. If we change this to the \$44,379 that was allocated in the budget, the revenue becomes \$93,471 (103% of target). Total expenses are under budget by \$10,968, almost entirely due to decreased payroll costs.

SUMMARY:

As of January 28, 2021, the Recreation Department's total income is under budget by \$256,886, based on a 7-month budget of \$454,630. Expenses are also under budget by \$104,025, based on a 7-month budget of \$342,032. Total income is under budget by \$208,026. A considerable amount of this can be accounted for due to lack of rental and service income from the current pandemic. Additionally, property tax money being held in fund 3240 could be released if deemed necessary.

The FY 2020/21 budget included RTS and property tax revenue totaling \$116,329, as well as contingency and capital outlay expenses totaling \$169,126.

STAFF RECOMMENDATION:

Staff recommends the Recreation Commission receive the 7-month budget report.

Due to the current circumstances, staff also recommends considering reallocation of funds to ensure facility and staffing needs can be met.

CROCKETT COMMUNITY SERVICES DISTRICT
REC - CommCenter Budget Report
July 1, 2020 through January 28, 2021

	<u>Jul 1, '20...</u>	<u>Budget</u>	<u>\$ Over B...</u>	<u>% of Bu...</u>
Ordinary Income/Expense				
Income				
3241i · FUND 3241 REC. Income***				
4000 · OPERATING REVENUE				
4180 · COST RECOVERY (OP)				
4180.3 · Other recovery	176.39	0.00	176.39	100.0%
4180 · COST RECOVERY (OP) - Other	0.00	1,725.81	-1,725.81	0.0%
Total 4180 · COST RECOVERY (OP)	176.39	1,725.81	-1,549.42	10.2%
4200 · Community Center Rentals	1,120.00	90,604.84	-89,484.84	1.2%
4201 · Center rents - senior nutrition	1,200.00	2,761.29	-1,561.29	43.5%
4202 · Center rents - outside classes	90.00	690.32	-600.32	13.0%
4203 · Center - clean/damage DEPOSITS	0.00	24,555.95	-24,555.95	0.0%
4750 · Security services	0.00	5,637.62	-5,637.62	0.0%
4780 · Cleaning services	0.00	2,761.29	-2,761.29	0.0%
4870 · Center Programs	0.00	3,451.61	-3,451.61	0.0%
4885 · Donations (operations)	0.00	500.00	-500.00	0.0%
4886 · Donations (restricted)	7,813.43	350.00	7,463.43	2,232.4%
Total 4000 · OPERATING REVENUE	10,399.82	133038.73	-122638.91	7.8%
4800 · NON-OPERATING REVENUE				
4801 · Property Tax transfer from 3240	0.00	10,165.00	-10,165.00	0.0%
4802 · Recreation Tax	0.00	500.00	-500.00	0.0%
4803 · Investment interest	2,279.81	2,445.47	-165.66	93.2%
4850 · Cost Recovery Non-Op	53.78	500.00	-446.22	10.8%
4890 · Non-profit grants (operations)	0.00	3,451.61	-3,451.61	0.0%
4891 · Non-profit grants (restricted)	0.00	8,195.00	-8,195.00	0.0%
4899 · Other Non-Operating Income	11,787.80	1,000.00	10,787.80	1,178.8%
Total 4800 · NON-OPERATING REVENUE	14,121.39	26,257.08	-12,135.69	53.8%
Total 3241i · FUND 3241 REC. Income***	24,521.21	159295.81	-134774.60	15.4%
Total Income	24,521.21	159295.81	-134774.60	15.4%
Gross Profit	24,521.21	159295.81	-134774.60	15.4%
Expense				
3241e · FUND 3241 REC. Expense***				
5050 · UNIFORMS	0.00	200.00	-200.00	0.0%
5060 · TELEPHONE / INTERNET				
5061 · Telephone	1,094.43	0.00	1,094.43	100.0%
5062 · Internet	176.39	0.00	176.39	100.0%
5060 · TELEPHONE / INTERNET - Other	909.91	1,794.84	-884.93	50.7%
Total 5060 · TELEPHONE / INTERNET	2,180.73	1,794.84	385.89	121.5%
5070 · SOFTWARE SUBSCRIPTIONS	321.87	143.79	178.08	223.8%
5100 · INSURANCE				
5101 · Property insurance	2,024.18	1,472.00	552.18	137.5%
5102 · Liability insurance	9,820.70	10,331.00	-510.30	95.1%
Total 5100 · INSURANCE	11,844.88	11,803.00	41.88	100.4%
5130 · MAINTENANCE				
5131 · Building maint. supplies	0.00	678.79	-678.79	0.0%
5132 · Building maint. services	3,380.00	2,990.10	389.90	113.0%
5133 · Bldg. repair supplies & hdwe	902.52	906.32	-3.80	99.6%
5134 · Bldg. repair services	940.00	2,336.19	-1,396.19	40.2%
5135 · Janitorial supplies	597.08	2,451.15	-1,854.07	24.4%

CROCKETT COMMUNITY SERVICES DISTRICT
REC - CommCenter Budget Report
July 1, 2020 through January 28, 2021

	Jul 1, '20...	Budget	\$ Over B...	% of Bu...
5136 · Janitorial services	69.71	10,221.95	-10,152.24	0.7%
5140 · Landscape supplies	42.92	7,724.13	-7,681.21	0.6%
5141 · Landscape services	6,179.00	0.00	6,179.00	100.0%
Total 5130 · MAINTENANCE	12,111.23	27,308.63	-15,197.40	44.3%
5150 · MEMBERSHIPS	128.82	138.06	-9.24	93.3%
5160 · PROGRAM SUPPLIES				
5160.3 · Xmas program (restricted)	74.25	1,000.00	-925.75	7.4%
5160.9 · Other programs	0.00	6,400.00	-6,400.00	0.0%
Total 5160 · PROGRAM SUPPLIES	74.25	7,400.00	-7,325.75	1.0%
5165 · OTHER OPERATING				
5165.5 · Capital Replacements	3,648.09	10,815.05	-7,166.96	33.7%
5165.61 · Comm. center - Rental refunds	0.00	17,258.06	-17,258.06	0.0%
5165.62 · Comm. center -Deposit transfers	0.00	1,955.91	-1,955.91	0.0%
5165.63 · Comm. center - Deposit refunds	3,500.00	21,023.19	-17,523.19	16.6%
5165.7 · Security Alarm / CCTV	1,358.73	1,697.04	-338.31	80.1%
5165.9 · Recoverable costs	0.00	575.27	-575.27	0.0%
5165.9e · Other Operating Costs	43.11	862.90	-819.79	5.0%
Total 5165 · OTHER OPERATING	8,549.93	54,187.42	-45,637.49	15.8%
5166 · OTHER OP COVID-19				
5166.1 · Furlough Health & LTD Benefits	4,189.59	0.00	4,189.59	100.0%
5166.2 · Disinfectants & supplies	372.68	0.00	372.68	100.0%
5166.3 · Rental refunds COVID-19	19,752.00	0.00	19,752.00	100.0%
Total 5166 · OTHER OP COVID-19	24,314.27	0.00	24,314.27	100.0%
5170 · OFFICE				
5171 · Postal	0.15	218.60	-218.45	0.1%
5172 · Supplies	673.35	1,150.53	-477.18	58.5%
5173 · Furnishings& Equipment	0.00	287.63	-287.63	0.0%
5174 · Visa transaction fees	83.12	690.32	-607.20	12.0%
Total 5170 · OFFICE	756.62	2,347.08	-1,590.46	32.2%
5180 · PROF. SVCS.				
5181 · Attorney	2,734.52	0.00	2,734.52	100.0%
5183 · Security guards	0.00	4,487.10	-4,487.10	0.0%
5186 · Consultants	43.74	0.00	43.74	100.0%
Total 5180 · PROF. SVCS.	2,778.26	4,487.10	-1,708.84	61.9%
5190 · PRINT/PUBLISH/LEGAL NOTICES				
5191 · Advertising	0.00	517.74	-517.74	0.0%
Total 5190 · PRINT/PUBLISH/LEGAL NOTICES	0.00	517.74	-517.74	0.0%
5230 · TRAINING & CERTIFICATION	0.00	350.00	-350.00	0.0%
5250 · VEHICLE/TRAVEL REIMBURSEMENT	225.08	425.69	-200.61	52.9%
5260 · UTILITIES				
5261 · Electricity	4,954.80	6,685.19	-1,730.39	74.1%
5262 · Natural gas	985.55	1,602.12	-616.57	61.5%
5263 · Water	1,154.54	1,438.17	-283.63	80.3%
Total 5260 · UTILITIES	7,094.89	9,725.48	-2,630.59	73.0%
5340 · COUNTY & STATE CHARGES	69.00	793.87	-724.87	8.7%

CROCKETT COMMUNITY SERVICES DISTRICT
REC - CommCenter Budget Report
 July 1, 2020 through January 28, 2021

	<u>Jul 1, '20...</u>	<u>Budget</u>	<u>\$ Over B...</u>	<u>% of Bu...</u>
Total 3241e · FUND 3241 REC. Expense***	70,449.83	121622.70	-51,172.87	57.9%
6560 · PAYROLL EXPENSES ***				
6560.5 · 1959 Survivor Ben Pool CalPERS	115.20	0.00	115.20	100.0%
6560.2 · CalPERS Unfunded Liability	3,241.36	0.00	3,241.36	100.0%
5011fm · REC - FAC. MGR. - Wage/Benefits				
11.7rec · O&M Salary - Fac. Mgr.	7,007.58	0.00	7,007.58	100.0%
11.8rec · O&M Benefits - Fac. Mgr.	2,580.60	0.00	2,580.60	100.0%
Total 5011fm · REC - FAC. MGR. - Wage/Ben...	9,588.18	0.00	9,588.18	100.0%
6560 · PAYROLL EXPENSES *** - Other	34,936.81	35,513.06	-576.25	98.4%
Total 6560 · PAYROLL EXPENSES ***	47,881.55	35,513.06	12,368.49	134.8%
Total Expense	118331.38	157135.76	-38,804.38	75.3%
Net Ordinary Income	-93,810.17	2,160.05	-95,970.22	-4343.0%
Net Income	-93,810.17	2,160.05	-95,970.22	-4343.0%

CROCKETT COMMUNITY SERVICES DISTRICT
REC - Aquatics Budget Report
July 1, 2020 through January 28, 2021

	Jul 1, '20...	Budget	\$ Over B...	% of Bud...
Ordinary Income/Expense				
Income				
3241i · FUND 3241 REC. Income***				
4000 · OPERATING REVENUE				
4180 · COST RECOVERY (OP)				
4180.3 · Other recovery	200.00	0.00	200.00	100.0%
4180 · COST RECOVERY (OP) - Other	0.00	57.52	-57.52	0.0%
Total 4180 · COST RECOVERY (OP)	200.00	57.52	142.48	347.7%
4205 · Aquatics rents	2,232.00	5,714.15	-3,482.15	39.1%
4206 · Concessions	4,750.02	4,284.60	465.42	110.9%
4860 · Swim admission fees	14,737.30	11,146.40	3,590.90	132.2%
4861 · Aquatics season passes	2,271.00	3,999.50	-1,728.50	56.8%
4876 · Swim lessons	126.00	2,400.00	-2,274.00	5.3%
4879 · Tennis/restroom keys	4.00	0.00	4.00	100.0%
4880 · Other sales	2.00	50.00	-48.00	4.0%
4881 · Cash over	16.55	0.00	16.55	100.0%
4885 · Donations (operations)	0.00	50.00	-50.00	0.0%
4886 · Donations (restricted)	0.00	100.00	-100.00	0.0%
Total 4000 · OPERATING REVENUE	24,338.87	27,802.17	-3,463.30	87.5%
4800 · NON-OPERATING REVENUE				
4802 · Recreation Tax	0.00	21,111.00	-21,111.00	0.0%
4803 · Investment interest	0.00	1,362.00	-1,362.00	0.0%
4850 · Cost Recovery Non-Op	0.00	100.00	-100.00	0.0%
4891 · Non-profit grants (restricted)				
4891.1 · Return-to-Source	0.00	10,245.00	-10,245.00	0.0%
Total 4891 · Non-profit grants (restricted)	0.00	10,245.00	-10,245.00	0.0%
4899 · Other Non-Operating Income	255.65	0.00	255.65	100.0%
Total 4800 · NON-OPERATING REVENUE	255.65	32,818.00	-32,562.35	0.8%
Total 3241i · FUND 3241 REC. Income***	24,594.52	60,620.17	-36,025.65	40.6%
Total Income	24,594.52	60,620.17	-36,025.65	40.6%
Gross Profit	24,594.52	60,620.17	-36,025.65	40.6%
Expense				
3241e · FUND 3241 REC. Expense***				
5050 · UNIFORMS	479.66	1,000.00	-520.34	48.0%
5060 · TELEPHONE / INTERNET				
5061 · Telephone	308.73	0.00	308.73	100.0%
5060 · TELEPHONE / INTERNET - Other	233.06	1,035.48	-802.42	22.5%
Total 5060 · TELEPHONE / INTERNET	541.79	1,035.48	-493.69	52.3%
5070 · SOFTWARE SUBSCRIPTIONS	0.00	400.00	-400.00	0.0%
5100 · INSURANCE				
5101 · Property insurance	756.06	602.00	154.06	125.6%
5102 · Liability insurance	3,856.39	4,219.00	-362.61	91.4%
5103 · Employee bond	0.00	110.00	-110.00	0.0%
Total 5100 · INSURANCE	4,612.45	4,931.00	-318.55	93.5%
5130 · MAINTENANCE				
5131 · Building maint. supplies	0.00	348.61	-348.61	0.0%
5132 · Building maint. services	50.00	476.32	-426.32	10.5%
5133 · Bldg. repair supplies & hdwe	61.81	0.00	61.81	100.0%

CROCKETT COMMUNITY SERVICES DISTRICT
REC - Aquatics Budget Report
July 1, 2020 through January 28, 2021

	Jul 1, '20...	Budget	\$ Over B...	% of Bud...
5135 · Janitorial supplies	-321.26	402.69	-723.95	-79.8%
5136 · Janitorial services	94.36	86.29	8.07	109.4%
5140 · Landscape supplies	146.12	143.81	2.31	101.6%
5142 · Lighting services	115.23	0.00	115.23	100.0%
5145 · Pool chemical supplies	7,236.68	7,194.89	41.79	100.6%
5146 · Pool maint. supplies	276.74	2,358.60	-2,081.86	11.7%
5147 · Pool maint. services	0.00	1,110.27	-1,110.27	0.0%
5148 · Pool repair services	780.26	0.00	780.26	100.0%
Total 5130 · MAINTENANCE	8,439.94	12,121.48	-3,681.54	69.6%
5150 · MEMBERSHIPS	180.00	69.03	110.97	260.8%
5160 · PROGRAM SUPPLIES				
5160.9 · Other programs	82.41	0.00	82.41	100.0%
5160 · PROGRAM SUPPLIES - Other	0.00	330.77	-330.77	0.0%
Total 5160 · PROGRAM SUPPLIES	82.41	330.77	-248.36	24.9%
5165 · OTHER OPERATING				
5165.5 · Capital Replacements	19,724.45	11,160.21	8,564.24	176.7%
5165.7 · Security Alarm / CCTV	0.00	1,495.69	-1,495.69	0.0%
5165.8 · Cash under	5.00	0.00	5.00	100.0%
5165.9 · Recoverable costs	0.00	781.79	-781.79	0.0%
5165.9e · Other Operating Costs	136.22	0.00	136.22	100.0%
Total 5165 · OTHER OPERATING	19,865.67	13,437.69	6,427.98	147.8%
5166 · OTHER OP COVID-19				
5166.4 · National Paid Leave EE	252.00	0.00	252.00	100.0%
5166.2 · Disinfectants & supplies	1,192.19	0.00	1,192.19	100.0%
Total 5166 · OTHER OP COVID-19	1,444.19	0.00	1,444.19	100.0%
5170 · OFFICE				
5172 · Supplies	105.17	0.00	105.17	100.0%
5173 · Furnishings & Equipment	144.01	0.00	144.01	100.0%
5174 · Visa transaction fees	192.47	287.63	-95.16	66.9%
5170 · OFFICE - Other	0.00	774.31	-774.31	0.0%
Total 5170 · OFFICE	441.65	1,061.94	-620.29	41.6%
5190 · PRINT/PUBLISH/LEGAL NOTICES				
5191 · Advertising	0.00	50.00	-50.00	0.0%
Total 5190 · PRINT/PUBLISH/LEGAL NOTI...	0.00	50.00	-50.00	0.0%
5230 · TRAINING & CERTIFICATION	1,434.75	4,067.14	-2,632.39	35.3%
5240 · COST OF GOODS SOLD				
5241 · Food concession supplies	3,517.06	2,785.45	731.61	126.3%
5242 · Promotional goods	0.00	50.00	-50.00	0.0%
Total 5240 · COST OF GOODS SOLD	3,517.06	2,835.45	681.61	124.0%
5250 · VEHICLE/TRAVEL REIMBURSEMENT	755.57	805.37	-49.80	93.8%
5260 · UTILITIES				
5261 · Electricity	11,865.62	11,318.98	546.64	104.8%
5262 · Natural gas	831.97	5,410.98	-4,579.01	15.4%
5263 · Water	10,648.83	4,504.35	6,144.48	236.4%
Total 5260 · UTILITIES	23,346.42	21,234.31	2,112.11	109.9%
5340 · COUNTY & STATE CHARGES	1,040.00	1,196.56	-156.56	86.9%

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CROCKETT COMMUNITY SERVICES DISTRICT
REC - Aquatics Budget Report
 July 1, 2020 through January 28, 2021

	<u>Jul 1, '20...</u>	<u>Budget</u>	<u>\$ Over B...</u>	<u>% of Bud...</u>
Total 3241e · FUND 3241 REC. Expense***	66,181.56	64,576.22	1,605.34	102.5%
6560 · PAYROLL EXPENSES ***				
5019 · REC - Park & Pool Wages/Benfts				
19.2 · Payroll - Park & Pool	26,746.44	0.00	26,746.44	100.0%
19.2b · Benefits - Park & Pool	3,569.48	0.00	3,569.48	100.0%
Total 5019 · REC - Park & Pool Wages/Ben...	30,315.92	0.00	30,315.92	100.0%
6560 · PAYROLL EXPENSES *** - Other	8,097.26	24,300.50	-16,203.24	33.3%
Total 6560 · PAYROLL EXPENSES ***	38,413.18	24,300.50	14,112.68	158.1%
Total Expense	104,594.74	88,876.72	15,718.02	117.7%
Net Ordinary Income	-80,000.22	-28,256.55	-51,743.67	283.1%
Net Income	-80,000.22	-28,256.55	-51,743.67	283.1%

CROCKETT COMMUNITY SERVICES DISTRICT
REC - Park Budget Report
July 1, 2020 through January 28, 2021

	<u>Jul 1, '20 -...</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
3241i · FUND 3241 REC. Income***				
4000 · OPERATING REVENUE				
4180 · COST RECOVERY (OP)	0.00	86.29	-86.29	0.0%
4879 · Tennis/restroom keys	20.00	345.16	-325.16	5.8%
4885 · Donations (operations)	0.00	100.00	-100.00	0.0%
Total 4000 · OPERATING REVENUE	20.00	531.45	-511.45	3.8%
4800 · NON-OPERATING REVENUE				
4802 · Recreation Tax	0.00	46,579.00	-46,579.00	0.0%
4850 · Cost Recovery Non-Op	105.00	0.00	105.00	100.0%
4891 · Non-profit grants (restricted)				
4891.1 · Return-to-Source	0.00	15,500.00	-15,500.00	0.0%
4891.3 · Capital projects	0.00	81,000.00	-81,000.00	0.0%
Total 4891 · Non-profit grants (restrict...	0.00	96,500.00	-96,500.00	0.0%
Total 4800 · NON-OPERATING REVENUE	105.00	143,079.00	-142,974.00	0.1%
Total 3241i · FUND 3241 REC. Income***	125.00	143,610.45	-143,485.45	0.1%
Total Income	125.00	143,610.45	-143,485.45	0.1%
Gross Profit	125.00	143,610.45	-143,485.45	0.1%
Expense				
3241e · FUND 3241 REC. Expense***				
5100 · INSURANCE				
5101 · Property insurance	110.05	118.00	-7.95	93.3%
5102 · Liability insurance	3,646.11	4,241.00	-594.89	86.0%
Total 5100 · INSURANCE	3,756.16	4,359.00	-602.84	86.2%
5130 · MAINTENANCE				
5131 · Building maint. supplies	0.00	575.27	-575.27	0.0%
5133 · Bldg. repair supplies & hdwe	52.05	0.00	52.05	100.0%
5135 · Janitorial supplies	146.69	201.34	-54.65	72.9%
5140 · Landscape supplies	153.50	14,929.95	-14,776.45	1.0%
5141 · Landscape services	9,948.00	0.00	9,948.00	100.0%
5142 · Lighting services	0.00	172.58	-172.58	0.0%
5144 · Tennis supplies	27.20	0.00	27.20	100.0%
Total 5130 · MAINTENANCE	10,327.44	15,879.14	-5,551.70	65.0%
5160 · PROGRAM SUPPLIES				
5160.3 · Xmas program (restricted)	45.75	0.00	45.75	100.0%
Total 5160 · PROGRAM SUPPLIES	45.75	0.00	45.75	100.0%
5165 · OTHER OPERATING				
5165.5 · Capital Replacements	0.00	17,500.00	-17,500.00	0.0%
5165.9 · Recoverable costs	53.78	115.05	-61.27	46.7%
Total 5165 · OTHER OPERATING	53.78	17,615.05	-17,561.27	0.3%
5166 · OTHER OP COVID-19				
5166.2 · Disinfectants & supplies	80.83	0.00	80.83	100.0%
Total 5166 · OTHER OP COVID-19	80.83	0.00	80.83	100.0%
5260 · UTILITIES				

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CROCKETT COMMUNITY SERVICES DISTRICT
REC - Park Budget Report
 July 1, 2020 through January 28, 2021

	<u>Jul 1, '20 -...</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Budget</u>
5263 · Water	2,434.61	3,533.87	-1,099.26	68.9%
Total 5260 · UTILITIES	2,434.61	3,533.87	-1,099.26	68.9%
5340 · COUNTY & STATE CHARGES	3,337.00	0.00	3,337.00	100.0%
Total 3241e · FUND 3241 REC. Expense***	20,035.57	41,387.06	-21,351.49	48.4%
6560 · PAYROLL EXPENSES ***				
5019 · REC - Park & Pool Wages/Benfts				
19.2 · Payroll - Park & Pool	1,479.61	0.00	1,479.61	100.0%
19.2b · Benefits - Park & Pool	374.05	0.00	374.05	100.0%
Total 5019 · REC - Park & Pool Wages/Be...	1,853.66	0.00	1,853.66	100.0%
6560 · PAYROLL EXPENSES *** - Other	3,292.80	5,558.82	-2,266.02	59.2%
Total 6560 · PAYROLL EXPENSES ***	5,146.46	5,558.82	-412.36	92.6%
Total Expense	25,182.03	46,945.88	-21,763.85	53.6%
Net Ordinary Income	-25,057.03	96,664.57	-121,721.60	-25.9%
Net Income	-25,057.03	96,664.57	-121,721.60	-25.9%

CROCKETT COMMUNITY SERVICES DISTRICT
REC - Police Liaison Budget Report
July 1, 2020 through January 28, 2021

	<u>Jul 1, '2...</u>	<u>Budget</u>	<u>\$ Over ...</u>	<u>% of Bu...</u>
Ordinary Income/Expense				
Income				
3241i · FUND 3241 REC. Income***				
4000 · OPERATING REVENUE				
4882 · Parking fines	488.09	345.16	142.93	141.4%
Total 4000 · OPERATING REVENUE	488.09	345.16	142.93	141.4%
Total 3241i · FUND 3241 REC. Income***	488.09	345.16	142.93	141.4%
Total Income	488.09	345.16	142.93	141.4%
Gross Profit	488.09	345.16	142.93	141.4%
Expense				
3241e · FUND 3241 REC. Expense***				
5060 · TELEPHONE / INTERNET				
5061 · Telephone	104.30	0.00	104.30	100.0%
Total 5060 · TELEPHONE / INTERNET	104.30	0.00	104.30	100.0%
5165 · OTHER OPERATING				
5165.9e · Other Operating Costs	0.00	86.29	-86.29	0.0%
Total 5165 · OTHER OPERATING	0.00	86.29	-86.29	0.0%
5170 · OFFICE	0.00	50.00	-50.00	0.0%
Total 3241e · FUND 3241 REC. Expense***	104.30	136.29	-31.99	76.5%
6560 · PAYROLL EXPENSES ***				
5011gm · REC - GEN. MGR- Wage/Benefits				
11.3rec · Payroll - McDonald	7.99	0.00	7.99	100.0%
11.4rec · Benefits - McDonald	1.17	0.00	1.17	100.0%
Total 5011gm · REC - GEN. MGR- Wage/Ben...	9.16	0.00	9.16	100.0%
6560 · PAYROLL EXPENSES *** - Other	0.00	1,465.00	-1,465.00	0.0%
Total 6560 · PAYROLL EXPENSES ***	9.16	1,465.00	-1,455.84	0.6%
Total Expense	113.46	1,601.29	-1,487.83	7.1%
Net Ordinary Income	374.63	-1,256.13	1,630.76	-29.8%
Net Income	374.63	-1,256.13	1,630.76	-29.8%

CROCKETT COMMUNITY SERVICES DISTRICT
REC - Admin Budget Report
July 1, 2020 through January 28, 2021

	<u>Jul 1, '20...</u>	<u>Budget</u>	<u>\$ Over B...</u>	<u>% of Bu...</u>
Ordinary Income/Expense				
Income				
3240i · FUND 3240 - CCSD Income***				
4010rec · CSD Property tax for REC	0.00	46,279.00	-46279.00	0.0%
Total 3240i · FUND 3240 - CCSD Income***	0.00	46,279.00	-46279.00	0.0%
3241i · FUND 3241 REC. Income***				
4000 · OPERATING REVENUE				
4180 · COST RECOVERY (OP)				
4180.3 · Other recovery	17.20	0.00	17.20	100.0%
4180 · COST RECOVERY (OP) - Other	0.00	100.67	-100.67	0.0%
Total 4180 · COST RECOVERY (OP)	17.20	100.67	-83.47	17.1%
Total 4000 · OPERATING REVENUE	17.20	100.67	-83.47	17.1%
4800 · NON-OPERATING REVENUE				
4802 · Recreation Tax	136290.00	44379.00	91,911.00	307.1%
4899 · Other Non-Operating Income	1,543.18	0.00	1,543.18	100.0%
Total 4800 · NON-OPERATING REVENUE	137833.18	44,379.00	93,454.18	310.6%
Total 3241i · FUND 3241 REC. Income***	137850.38	44,479.67	93,370.71	309.9%
Total Income	137850.38	90,758.67	47,091.71	151.9%
Gross Profit	137850.38	90,758.67	47,091.71	151.9%
Expense				
3241e · FUND 3241 REC. Expense***				
5070 · SOFTWARE SUBSCRIPTIONS	582.00	807.68	-225.68	72.1%
5120 · ELECTIONS	0.00	690.32	-690.32	0.0%
5165 · OTHER OPERATING				
5165.9 · Recoverable costs	17.20	0.00	17.20	100.0%
5165 · OTHER OPERATING - Other	0.00	488.98	-488.98	0.0%
Total 5165 · OTHER OPERATING	17.20	488.98	-471.78	3.5%
5170 · OFFICE	0.00	517.74	-517.74	0.0%
5180 · PROF. SVCS.				
5181 · Attorney	4,040.42	0.00	4,040.42	100.0%
5182 · Auditor	1,428.49	0.00	1,428.49	100.0%
5180 · PROF. SVCS. - Other	0.00	4,774.73	-4,774.73	0.0%
Total 5180 · PROF. SVCS.	5,468.91	4,774.73	694.18	114.5%
5190 · PRINT/PUBLISH/LEGAL NOTICES	0.00	287.63	-287.63	0.0%
5230 · TRAINING & CERTIFICATION	0.00	200.00	-200.00	0.0%
5250 · VEHICLE/TRAVEL REIMBURSEMENT	12.15	258.87	-246.72	4.7%
5340 · COUNTY & STATE CHARGES	1,667.12	1,179.30	487.82	141.4%
Total 3241e · FUND 3241 REC. Expense***	7,747.38	9,205.25	-1,457.87	84.2%
6560 · PAYROLL EXPENSES ***				
6560.3 · Workers Comp Surcharges	287.05	0.00	287.05	100.0%
5010 · REC. DEPT. MANAGER O&M				
10.1rw · Payroll - Wilson	5,986.00	0.00	5,986.00	100.0%
10.2rw · Benefits - Wilson	662.66	0.00	662.66	100.0%

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CROCKETT COMMUNITY SERVICES DISTRICT
REC - Admin Budget Report
 July 1, 2020 through January 28, 2021

	Jul 1, '20...	Budget	\$ Over B...	% of Bu...
5010 · REC. DEPT. MANAGER O&M - Other	0.00	23155.72	-23155.72	0.0%
Total 5010 · REC. DEPT. MANAGER O&M	6,648.66	23,155.72	-16507.06	28.7%
5011ds · REC - DIST. SECY- Wage/Benefits				
11.1rec · Payroll - Witschi	733.68	0.00	733.68	100.0%
11.2rec · Benefits - Witschi	108.19	0.00	108.19	100.0%
5011ds · REC - DIST. SECY- Wage/Benefits - Ot...	0.00	2,805.01	-2,805.01	0.0%
Total 5011ds · REC - DIST. SECY- Wage/Benefits	841.87	2,805.01	-1,963.14	30.0%
5011gm · REC - GEN. MGR- Wage/Benefits				
11.3rec · Payroll - McDonald	3,775.53	0.00	3,775.53	100.0%
11.4rec · Benefits - McDonald	535.01	0.00	535.01	100.0%
5011gm · REC - GEN. MGR- Wage/Benefits - Ot...	0.00	12306.73	-12306.73	0.0%
Total 5011gm · REC - GEN. MGR- Wage/Benefits	4,310.54	12,306.73	-7,996.19	35.0%
6560 · PAYROLL EXPENSES *** - Other	16,669.51	0.00	16,669.51	100.0%
Total 6560 · PAYROLL EXPENSES ***	28,757.63	38,267.46	-9,509.83	75.1%
Total Expense	36,505.01	47,472.71	-10967.70	76.9%
Net Ordinary Income	101345.37	43,285.96	58,059.41	234.1%
Net Income	101345.37	43,285.96	58,059.41	234.1%