

CROCKETT RECREATION COMMISSION

Regular Business Meeting
AGENDA FOR MONDAY, JUNE 1, 2020

TIME: 6:00 PM

PLACE: **** TELECONFERENCE - SEE BELOW ****

IMPORANT 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/2020-06-01-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# 842 738 244 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/842738244> 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# 842 738 244.

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 May 4, 2020.
5. RECREATION:

Discuss impact prolonged COVID-19 stay-at-home Order will have on recreation facilities.

6. **BUDGET AND FINANCE:**
 - a. Consider monthly Summary Worksheet and staff report on financial matters.
 - b. Consider 10-month Budget Report and Preliminary FY 2020/21 Budget for General Fund 3241.
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 July 6, 2020.

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

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MINUTES OF REGULAR MEETING, MAY 4, 2020

1. CALL TO ORDER: The meeting was called to order at 6:01 PM by Chairperson Cusack. Present were Commissioners Airoldi, Scheer and Valentini, along with General Manager McDonald, Department Manager Wilson and Facilities Manager/Asst. Secretary Witschi. Commissioner Choquette was 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 items were approved unanimously (as/ja):
 - a. Approve Minutes of March 2, 2020.
 - b. Receive Status Report on outstanding issues.
- 5.a. COVID-19 STAY AT HOME ORDER: Mr. Wilson reported the Recreation Department has \$40,439 in loss of revenue at the Community Center and pool due to date. He said this is likely to go on for a few more months and doesn't know if the pool will open. Two employees have been furloughed and they have applied for unemployment. Tennis courts will be allowed to open based on revised health order but bocce courts will remain closed.
- 5.b. RECREATION SPECIAL TAX: A motion to recommend continuation of recreation special tax in the amount of \$110 per residential parcel carried unanimously (as/jv).
- 6.a. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission. Mr. McDonald reported a transfer of \$53,400 from the Property Tax Advance-on-Taxes allocation to cash account has been completed. Commissioner Scheer asked if the Community Center is taking reservations for the fall. Mr. McDonald said the Center has already booked out for the remainder of the year so no new revenue is being collected for the upcoming months.
- 6.b. 9-MONTH BUDGET REPORT: Mr. McDonald reported a budget deficit for the recreation department is not forecast as some large capital improvements approved in the budget were not completed. The projected year end fund balance as of June 30, 2020 is anticipated to be \$492,748. He said \$14,710 from the contingency fund will be used to cover a portion of the shortfall in revenue in FY 19/20. Unused contingency, if any, and any excess capital reserve funding will roll over to the following year to the respective Capital Fund and O&M General Fund.
7. DISTRICT BOARD ACTIONS: Mr. McDonald reported on the actions taken by the District Board in March. He said the Board re-appointed Commissioners Airoldi and Valentini for two more years on the Recreation Commission. The Board approved a one-step salary increase for Recreation Department Manager Wilson. The Board has scheduled a hearing to consider adoption of the budget for FY 20/21 on June 24.

8. REPORT OF DEPT. MANAGER: Mr. Wilson reported we can now resume capital replacement and capital improvement work at the Community Center and the pool. He said the roof at the pool needs to be repaired and the pool doors need to be replaced. The retaining wall and stairs project on Pomona Street still needs a permit from Public Works and funding, anticipated work to be done next spring or early summer of 2021.

9. COMMISSIONERS: Commissioner Valentini asked how much we received in donations for David Botta's bench. Mr. Wilson said we received \$600 from the Crockett Community Foundation. He said the Recreation Department will make up the difference in the cost of the bench from the Recreation Department's donation account. The concrete pad will be paid for from park improvement funding. Mr. Wilson will draft language for plaque and give to Commissioner Valentini for approval. Commissioner Cusack asked once we receive the bench will there be a ceremony. Mr. Wilson said you can invite the family and have a small ceremony.

10. FUTURE AGENDA ITEMS:

11. COMMISSIONER COMMENTS: No reports.

12. ADJOURNMENT: The meeting was adjourned at 6:54 PM until June 1, 2020.

Respectfully submitted,



Susan Witschi
April 6, 2020

CROCKETT RECREATION DEPARTMENT

of the Crockett Community Services District

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MONTHLY SUMMARY WORKSHEET

PREPARED FOR BOARD. MTC 5-27-20

LATEST FUND REPORT: 5-12-20

OPERATING FUND 3241

CASH CARRIED FORWARD: \$103,449.49

ACTIVITY:

CHECKS AND PAYMENTS

Warrants 8652-8680 * (\$30,465.48)
 Wells Fargo CC Fees (\$116.45)
 Trns to Investments (\$80,000.00)
 Investment Srv Fee (\$46.00)

* Includes \$2,280 in COVID19 refunds

DEPOSITS AND CREDITS

Comm Center Rentals \$4,160.00
 Nutrition / Classes \$0.00
 Cleaning/Damage Depos \$1,200.00
 Security Services \$1,372.00
 Cleaning Services \$480.00
 State Fund Prem Refur \$152.18
 Leslise's Overpayment \$202.76
 Payroll recovery CVP \$4,079.72
 PropTax frm CSD 3240 \$20,000.00
 REC Tax frm AdvTaxes \$53,460.00
 Cxl check #8646 \$3,852.00
 FTB Reimbur JV347300 \$0.03
 Mileage recov CV PC \$21.59

CASH BALANCE: \$81,801.84

ADV ON TAXES : \$59,070.00
 REC Tax Trs to Cash (\$53,460.00)

NET ADV ON TAXES: \$5,610.00

INVESTED BALANCE: \$343,422.98
 Trns from cash \$80,000.00
 Interest LAIF \$1,756.05
 NET INVESTED: \$425,179.03

\$47,122.82 c/d deposits
 \$378,056.21 avail. funds

FUND BALANCE: \$512,590.87

*** Below held in cash account ***

C/D BEGINNING BALANCE: \$48,022.82
 c/d deposit receipts \$1,200.00
 c/d deposit refunds (\$2,100.00)
 Trnsfr recovery \$0.00
 NET C/D ENDING BALANCE: \$47,122.82

CAP / RESTRICTED BAL: \$4,773.43
 Donations \$ -
 No expenses \$ -
 NET CAPITAL REPL. BAL: \$4,773.43

POLICE LIAISON BALANCE: \$7,860.75
 Parking revenue \$0.00
 Payroll/Expenses \$0.00
 NET PLC ENDING BALANCE: \$7,860.75

XMAS LIGHT BEG BALANCE: \$496.57
 No activity \$0.00
 XMAS LIGHT END BALANCE: \$496.57
 CERT ACTIVITY: None \$0.00
 CERT Ending Balance: \$0.00

PETTY CASH BALANCE: \$60.00
 TAXES held in 3240: \$ 16,642.70
 CO.charges in 3240: \$ -

ACCRUED CREDIT: \$ 8,000.00
 PY due from MAINT Dept.

\\rec\bud&fin\wrksht.xls

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

12:56 PM

05/14/20

CROCKETT COMMUNITY SERVICES DISTRICT
Reconciliation Detail
FUND 3241 - RECREATION, Period Ending 05/12/2020

Type	Date	Num	Name	Memo	Cir	Amount	Balance
Beginning Balance							505,942.47
Cleared Transactions							
Checks and Payments - 32 Items							
Transfer	04/15/2020			Payroll recovery March REC to CVSan	X	-1,953.98	-1,953.98
Check	04/22/2020	8659	TERRACARE ASS...	Landscaping services	X	-2,171.00	-4,124.98
Payche...	04/22/2020	8653	SUSAN G. WITSCHI	Payroll April 1-15	X	-2,019.44	-6,144.42
Check	04/22/2020	8657	PG&E	Electricity and gas for pool	X	-1,858.73	-8,003.15
Check	04/22/2020	8661	U.S. BANK	Various	X	-1,073.75	-9,076.90
Liability...	04/22/2020	8655	STATE COMPENS...	Workers Comp	X	-932.82	-10,009.72
Check	04/22/2020	8656	LESLIE'S POOL SU...	Maint supplies and service	X	-698.01	-10,707.73
Check	04/22/2020	8658	Sierra Chemical Co...	Hypochlorite Invoice 129573	X	-354.28	-11,062.01
Check	04/22/2020	8660	UNIVERSAL BUILDI...	Landscaping	X	-287.80	-11,349.81
Check	04/22/2020	8662	TERMINIX	Pest control Invoice 3948846...	X	-131.00	-11,480.81
Payche...	04/22/2020	8652	MADISON A. KOZIER	Payroll April 1-15	X	-47.42	-11,528.23
Payche...	04/22/2020	8654	TREVOR B. DEES	Payroll April 1-15	X	-40.68	-11,568.91
Check	04/24/2020			Service Charge	X	-46.00	-11,614.91
Check	05/06/2020	8678	John Swett Unified ...	Refund JSHS Swim Team for loss of pool ...	X	-3,600.00	-15,214.91
Check	05/06/2020	8680	Antonio Cruz	Cancellation and refund of April 25 event - ...	X	-2,980.00	-18,194.91
Payche...	05/06/2020	8663	RONALD D. WILSON	Payroll April 2020	X	-2,569.83	-20,764.74
Check	05/06/2020	8672	MEYERS NAVE	General attorney advice - majority COVID-...	X	-2,197.74	-22,962.48
Payche...	05/06/2020	8664	SUSAN G. WITSCHI	Payroll April 16-20, 2020	X	-1,906.58	-24,869.06
Check	05/06/2020	8670	PG&E	Gas & Electricity pool & center	X	-1,900.05	-26,769.11
Transfer	05/06/2020			Payroll recovery REC to CVSAN April 2019	X	-1,716.41	-28,485.52
Liability...	05/06/2020	8671	SDRMA	Health Benefits Premiums	X	-1,636.08	-30,121.60
Liability...	05/06/2020	8666	UNITED STATES T...	FedTax Liability	X	-921.96	-31,043.56
Liability...	05/06/2020	8668	CalPERS Public Em...	CalPERS Retir. and 457	X	-914.49	-31,958.05
Check	05/06/2020	8676	UNIVERSAL BUILDI...	March Janitorial Services - Invoice 475020	X	-782.16	-32,740.21
Check	05/06/2020	8674	AT&T	Telephone center & pool	X	-364.28	-33,104.49
Check	05/06/2020	8677	LESLIE'S POOL SU...	Pool chemicals Invoice 137-01-035991	X	-349.34	-33,453.83
Check	05/06/2020	8675	ASCAP	Concert licensing 1/1/19-12/31/19	X	-256.00	-33,709.83
Payche...	05/06/2020	8665	TREVOR B. DEES	Payroll April 16-20, 2020	X	-193.95	-33,903.78
Liability...	05/06/2020	8667	EMPLOYMENT DE...	EDD State Tax Liability	X	-115.04	-34,018.82
Liability...	05/06/2020	8669	LINCOLN FINANCI...	LTD Insurance	X	-69.19	-34,088.01
Check	05/06/2020	8679	RONALD D. WILSON	Mileage reimbursement April 2020	X	-56.35	-34,144.36
Check	05/06/2020	8673	Alhambra & Sierra S...	Water for employees	X	-37.51	-34,181.87
Total Checks and Payments						-34,181.87	-34,181.87
Deposits and Credits - 15 Items							
Deposit	04/14/2020		CONTRA COSTA C...	Cxl ck 8646 - Hernandez Covid-19 rebooki...	X	3,852.00	3,852.00
Transfer	04/15/2020			Payroll recovery March 1-15 PCSAN to REC	X	25.74	3,877.74
Transfer	04/15/2020			Payroll recovery March 1-15 PCSAN to REC	X	88.25	3,965.99
Transfer	04/15/2020			Payroll recovery March 1-15 CVSAN to REC	X	925.69	4,891.68
Transfer	04/15/2020			Payroll recovery March 16-31 CVSAN to R...	X	2,250.36	7,142.04
Deposit	04/15/2020			Rental & Wells Fees DP806929	X	4,377.55	11,519.59
Deposit	04/17/2020			Rentals and refunds CC#1022	X	3,072.94	14,592.53
Transfer	04/20/2020			Prop Tax Transfer	X	20,000.00	34,592.53
Transfer	04/22/2020			Payroll recovery PCSAN to REC April 1-15	X	218.61	34,811.14
Transfer	04/22/2020			Payroll recovery CVSAN to REC April 1-15	X	1,859.07	36,670.21
Deposit	04/24/2020			Interest	X	1,756.05	38,426.26
Transfer	05/06/2020			Payroll recovery MAINT to CVSAN April 2...	X	11.84	38,438.10
Transfer	05/06/2020			Payroll recovery CVSAN to REC April 16-3...	X	163.42	38,601.52
Transfer	05/06/2020			Payroll recovery CVSAN to REC April 16-3...	X	2,228.72	40,830.24
Deposit	05/08/2020		CONTRA COSTA C...	FTB Reimbursement JV347300	X	0.03	40,830.27
Total Deposits and Credits						40,830.27	40,830.27
Total Cleared Transactions						6,648.40	6,648.40
Cleared Balance						6,648.40	512,590.87
Register Balance as of 05/12/2020						6,648.40	512,590.87
Ending Balance						6,648.40	512,590.87

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TO: Board of Directors and Recreation Commissioners
FROM: General Manager 
SUBJECT: 10-month Budget Report and prelim FY 2020/21 Budget for General Fund 3241
DATE: May 16, 2020

The 10-month Recreation Budget Report details are incorporated within the attached preliminary FY 20/21 budget. Even with the Novel Coronavirus (COVID-19) crisis a budget deficit for the recreation department is not forecast as operating expenses have also been lower. The projected year end fund balance as of June 30, 2020 is anticipated to be \$469,179. Unused contingency and excess revenue will roll over to the respective Capital Fund and O&M General Fund.

The budget report financials are based on the COVID-19 crisis impacting the Recreation Department through the end of September 2020. The department has budgeted opening the pool later in the summer with limited offerings and social distancing restrictions put in place. Community Center rental events, such as weddings and Quinceañeras, cannot be held until the County Health Officer announces Phase 4 re-openings can begin. There is the possibility that Phase 4 openings are not allowed until next year. A prolonged closure would have a drastic impact on the recreation budget and further cuts in services may have to be considered.

COMMUNITY CENTER:

- The Community Center is primarily funded through operating revenue and grants. Bookings for next year are continuing to be accepted and Community Center Rental revenue (#4200) is not drastically being impacted by COVID-19. However, Rental Refund expenditures (#5165.61), estimated to be \$19,155 through June 30, 2020, is having a profound negative effect on the department. Both Event Supervisors remain furloughed. The budget includes \$30,000 in additional rental refunds through September 30, 2020.
- \$17,670 of Property Tax (#4010) is allocated to the Community Center cost center for FY 20/21 to cover Health Benefit expenses for two recreation employees. Both the District share and Employee share of health benefits are continuing to be paid by the Recreation Department for one furloughed employee.
- The ADA entrance project has been postponed until FY 21/22.
- The 2020 Summer Concert Series for two events remain included in the budget but they may be cancelled. Unused grant funding for musicians would be returned to the Crockett Community Foundation.
- Net Ordinary O&M Expenditures shows the Community Center spending \$34,853 more than bringing in for FY 20/21.

AQUATIC:

- Historically the pool is subsidized and receives the largest share of the Recreation Special Parcel Tax (#4802). The preliminary budget assumes the pool opening early to mid-July. If it were to remain closed this summer its operating expenses (i.e. payroll, pool chemicals, electricity, gas, etc.) will be substantially lower. Net O&M change would be positive \$37,544 which could be used to offset the loss of rental revenue at the Community Center.
- Payroll expenses will continue to be the largest expense to operate the pool. Lifeguard training and certification (#5230) costs will be higher in FY 20/21.

PARKS:

- Retaining wall along Pomona and replacement stairs at the corner of Rolph and Pomona will be treated as a capital improvement under the parks cost center. Architectural grant has been awarded and drawings have been done. Planning for this project has been halted due to COVID-19. Management is hopeful a grant can be obtained in late 2020 or early 2021 to complete this project in the Spring of 2021.
- Various capital park improvement projects have been postponed until FY 21/22 and \$10,000 in capital reserve funding has been removed from the budget.
- Incidental landscaping expenses for Memorial Hall are included in the park cost center.

ADMINISTRATIVE:

- Higher payroll costs are budgeted for the administrative cost center. This is due in part as the Facilities Manager / Assistant District Secretary is performing more District work during the COVID-19 shutdown, for which shared costs are billed to the administrative cost center.
- Attorney costs (#5180) are over budget in FY 19/20 but should be lower in FY 20/21.

POLICE LIAISON:

- Parking revenue is anticipated to remain low in FY 20/21 bringing in \$600 in revenue. Some jurisdictions have suspended enforcement of violations, such as parking fines, during the COVID-19 crisis and as such little extra revenue through December 30, 2020 is anticipated. Expenses will exceed revenue in both FY 19/20 and FY 20/21.

SUMMARY

Total budgeted expenses will exceed revenue in FY 20/21 by \$118,675. Both the Capital Reserve Fund and O&M General Fund balances will be drawn down. The total Recreation Fund 3241 balance ending June 30, 2021 is anticipated to be \$350,504. A transfer from the Capital Fund to the O&M General Fund will need to be considered to avoid the O&M General Fund going into a negative balance. Staff is recommending \$80,000 be transferred to the O&M General Fund this fiscal year prior to adoption of the FY 20/21 budget.

FY 2020-21 CROCKETT RECREATION DEPARTMENT PRELIM BUDGET (5/16/20) - FUND 3241

	PY 2018-19 Actual	FY 2019-20 Approved	FY 2019-20 Year-End Estimated	FY 20-21 Prelim Budget
O&M Expenses - combined cost centers				
Uniforms	\$ 3,327	\$ 2,500	\$ 2,124	\$ 2,200
Telephone / Internet / Software Subscriptions	\$ 6,190	\$ 6,162	\$ 7,853	\$ 7,354
Insurance	\$ 15,085	\$ 16,134	\$ 20,056	\$ 21,093
Elections	\$ 1,128	\$ 0	\$ 0	\$ 1,200
Maintenance	\$ 101,757	\$ 96,493	\$ 89,026	\$ 95,646
Memberships	\$ 235	\$ 360	\$ 414	\$ 360
Program Supplies	\$ 7,370	\$ 11,900	\$ 8,889	\$ 8,575
Other Operating incld. Capital Replcmt.	\$ 78,735	\$ 111,993	\$ 92,441	\$ 131,954
Office	\$ 6,512	\$ 6,401	\$ 6,069	\$ 6,876
Professional Services	\$ 12,194	\$ 15,214	\$ 17,735	\$ 16,100
Advertising & Legal Notices	\$ 1,172	\$ 1,250	\$ 1,412	\$ 1,350
Training & Certification	\$ 5,550	\$ 5,400	\$ 4,556	\$ 6,100
Cost of Goods Sold	\$ 5,665	\$ 6,513	\$ 6,751	\$ 4,942
Vehicle Travel Reimbursement	\$ 2,561	\$ 2,780	\$ 2,041	\$ 2,590
Utilities	\$ 52,643	\$ 52,382	\$ 59,911	\$ 54,444
County Charges	\$ 5,522	\$ 5,784	\$ 5,462	\$ 6,175
Salaries and Benefits	\$ 210,188	\$ 227,090	\$ 209,874	\$ 217,582
Total O&M Expenses	\$ 515,834	\$ 568,356	\$ 534,614	\$ 584,541
Fixed Assets				
Capital Projects Allocation / Expenses	\$ 2,472	\$ 200,000	\$ 30,406	\$ 110,000
Total Fixed Assets	\$ 2,472	\$ 200,000	\$ 30,406	\$ 110,000
Contingency Reserve *	\$ 0	\$ 56,837	\$ 0	\$ 55,574
Non-Operating expense / interfund trsfrs	\$ 17,455	\$ 0	\$ 3,300	\$ 0
Payroll Liabilities G/L adjust.	\$ -1,870		\$ 0	
Total Expenditures	\$ 533,890	\$ 825,193	\$ 568,320	\$ 750,115
	\$	\$		
TOTAL APPROPRIATIONS	\$	\$ 825,193	\$	\$ 750,115
TOTAL REVENUES **	\$ 553,317	\$ 733,253	\$ 516,821	\$ 631,440
Operating Revenue	\$ 296,793	\$ 307,193	\$ 241,178	\$ 263,987
Cost recovery	\$ 4,036	\$ 3,325	\$ 5,160	\$ 3,425
Community Center income	\$ 205,237	\$ 212,960	\$ 196,594	\$ 207,506
Aquatics Center income	\$ 82,546	\$ 84,599	\$ 36,653	\$ 49,656
Other income (park, keys, fines, etc.)	\$ 3,016	\$ 3,209	\$ 2,571	\$ 1,900
Donations (other)	\$ 1,958	\$ 3,100	\$ 200	\$ 1,500
Non-Operating Revenue	\$ 256,524	\$ 426,060	\$ 275,642	\$ 367,453
Property Tax trsf from 3240	\$ 58,000	\$ 59,947	\$ 52,000	\$ 63,666
Recreation Tax	\$ 136,180	\$ 136,620	\$ 136,180	\$ 156,232
Interest (non-op)	\$ 8,601	\$ 9,891	\$ 9,083	\$ 6,975
Return-to-Source Co-gen grant	\$ 42,789	\$ 43,852	\$ 36,078	\$ 50,380
Other non-profit grants	\$ 166	\$ 172,500	\$ 32,897	\$ 87,000
Non-operating income	\$ 10,787	\$ 3,250	\$ 9,404	\$ 3,200

CROCKETT RECREATION DEPARTMENT - BALANCE SUMMARY
PRELIM (5/16/20) RECREATION BUDGET FY 2020/21

	<u>PY Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Prelim</u>	
	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	
REC FUND 3241: BUDGET DETAIL ***					Opening
					Balance Est.
Opening Cash Balance in Fund 3241					FY 21/22
Opening Damage Deposit Balance	18,376.32	22,260.82	22,260.82	22,921.82	23,582.82
Opening Restricted O&M Funds	45,530.52	45,530.52	45,530.52	45,530.52	45,530.52
Opening Restricted Childrens Programs	0.00	0.00	0.00	0.00	0.00
Opening Capital Fund Balance	93,598.85	341,126.85	341,126.85	343,617.69	231,617.69
Opening Cap / Restricted Donations	3,438.50	3,600.79	3,600.79	5,173.43	5,073.43
Opening Police Liaison Funds	9,280.40	8,228.86	8,228.86	6,840.90	5,609.90
Opening O&M General Funds *	<u>331,027.83</u>	<u>99,930.69</u>	<u>99,930.69</u>	<u>45,095.13</u>	<u>39,090.13</u>
TOTAL OPENING CASH BALANCE	<u>501,252.42</u>	<u>520,678.53</u>	<u>520,678.53</u>	<u>469,179.49</u>	<u>350,504.49</u>
ESTIMATED REVENUES					
Community Center	251,140.64	248,362.00	232,380.49	260,517.00	
Aquatics Center	167,271.45	239,094.00	123,179.08	136,173.00	
Parks, Bocce, Tennis Courts	60,765.96	166,828.00	86,404.61	144,029.00	
Administrative	72,173.75	77,160.00	74,428.92	90,121.00	
Police Liaison	<u>1,964.74</u>	<u>1,809.00</u>	<u>427.54</u>	<u>600.00</u>	
TOTAL REVENUES	<u>553,316.54</u>	<u>733,253.00</u>	<u>516,820.64</u>	<u>631,440.00</u>	
ESTIMATED O&M OUTLAY EXPENSE					
Community Center	230,567.06	251,175.00	251,828.60	293,370.00	
Aquatics Center	157,969.46	174,968.00	149,246.51	141,978.00	
Parks, Bocce, Tennis Courts	54,179.05	69,608.00	53,684.17	65,600.00	
Administrative	70,102.03	70,145.00	79,038.85	81,928.00	
Police Liaison	<u>3,016.28</u>	<u>2,460.00</u>	<u>815.50</u>	<u>1,665.00</u>	
SUB -TOTAL O&M EXPENSE	<u>515,833.88</u>	<u>568,356.00</u>	<u>534,613.63</u>	<u>584,541.00</u>	
Contingency	0.00	56,837.00	0.00	55,574.00	
Non-operating expense	17,455.01	0.00	3,299.89	0.00	
Payroll Liability G/L adjust.	-1,870.46	0.00	0.00	0.00	
ESTIMATED CAPITAL OUTLAY EXPENSE					
Community Center	0.00	0.00	2,441.16	5,000.00	
Aquatics Center	0.00	80,000.00	0.00	15,000.00	
Park, Tennis, Bocce	2,472.00	120,000.00	26,965.00	90,000.00	
Police Liaison	0.00	0.00	1,000.00	0.00	
TOTAL EXPENSE	<u>533,890.43</u>	<u>825,193.00</u>	<u>568,319.68</u>	<u>750,115.00</u>	
CLOSING BALANCE - FUND 3241 ***	<u>520,678.53</u>	<u>428,738.53</u>	<u>469,179.49</u>	<u>350,504.49</u>	
Prop. Taxes Held in 3240 as of June 30	8,918.23	10,000.00	16,642.70	10,000.00	
County charges held in 3240	0.00	0.00	0.00	0.00	
Cash On Hand Balance (cash register)	60.00	60.00	60.00	60.00	

** Due from Legion Hall for acquisition fees to CCCounty \$8,000

**CROCKETT RECREATION DEPARTMENT - COMMUNITY CENTER DETAIL
PRELIM BUDGET (5/16/2020) FY 2020/2021 (Closure thru Sept 30)**

	<u>PY Actual</u>	<u>Adopted</u>	<u>10 Month Actual</u>	<u>Estimated</u>	<u>Prelim Budget</u>
	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 20/21</u>
RECREATION FUND 3241 - Ordinary Income/Expense					
Income					
3241i · FUND 3241 REC. Income*****					
4000 · OPERATING REVENUE					
4180 · Cost recovery - C/D and other	1,943.93	3,000.00	4,563.39	4,923.39	3,000.00
4200 · Community Center Rentals	140,212.00	155,000.00	117,541.00	135,041.00	146,000.00
4201 · Center rents - senior nutrition	4,000.00	4,800.00	4,000.00	4,000.00	4,800.00
4202 · Center rents - outside classes	1,440.00	1,200.00	780.00	780.00	1,200.00
4203 · Center - clean/damage DEPOSITS	44,435.00	38,000.00	30,960.00	35,160.00	40,606.00
4750 · Security services *	9,236.00	8,960.00	9,559.00	11,051.00	9,400.00
4780 · Cleaning services *	5,112.00	4,000.00	4,896.00	5,562.00	4,500.00
4870 & 4880 · Summer Concert & other	801.60	1,000.00	5,000.00	5,000.00	1,000.00
4885 · Donations (operations)	1,338.00	2,300.00	200.00	200.00	1,000.00
4886 · Donations (restricted)	640.78	800.00	1,559.77	1,559.77	700.00
Total 4000 · OPERATING REVENUE	209,159.31	219,060.00	179,059.16	203,277.16	212,206.00
4800 · NON-OPERATING REVENUE					
4010 · Property Tax transfer from 3240	0.00	7,200.00	3,000.00	3,000.00	17,670.00
4802 · Recreation tax	17,579.00	1,195.00	1,085.00	1,085.00	1,000.00
4803 · Investment interest	5,635.76	6,481.00	6,055.50	6,055.50	4,251.00
4850 · Cost Recovery (Non-op)	3,271.87	750.00	460.25	510.25	1,000.00
4890 · Non-profit grants (operations)	0.00	6,000.00	0.00	0.00	6,000.00
4891.1 · Non-profit grants RTS (restrict.)	10,941.00	5,676.00	4,690.00	4,690.00	16,390.00
4891.3 · Grants: Capital Impr. (restrict.)	0.00	0.00	8,494.00	8,494.00	0.00
4899 · Non-operating passthru & other	4,553.70	2,000.00	5,101.91	5,268.58	2,000.00
Total 4800 · NON-OPERATING REVENUE	41,981.33	29,302.00	28,886.66	29,103.33	48,311.00
Total 3241i · FUND 3241 REC. Income*****	251,140.64	248,362.00	207,945.82	232,380.49	260,517.00
Total Income	251,140.64	248,362.00	207,945.82	232,380.49	260,517.00
Expense					
3241e · FUND 3241 REC. Expense*****					
5050 · UNIFORMS	546.17	500.00	56.80	156.80	200.00
5060 · TELEPHONE / INTERNET	2,881.94	2,812.00	3,468.70	3,938.70	3,100.00
5070 · SOFTWARE SUBSCRIPTIONS	137.44	250.00	170.74	252.40	250.00
5100 · INSURANCE					
5101 · Property insurance	1,088.46	1,447.00	1,401.52	1,401.52	1,472.00
5102 & 5103 · Liab. & Empl. Bond Ins.	4,580.69	4,691.00	9,839.34	9,839.34	10,331.00
Total 5100 · INSURANCE	5,669.15	6,138.00	11,240.86	11,240.86	11,803.00
5130 · MAINTENANCE					
5131 · Building maint. supplies	1,368.70	1,239.00	743.21	923.21	1,180.00
5132 · Building maint. services	4,474.91	4,966.00	5,219.06	5,619.06	5,198.00
5133 · Bldg. repair supplies & hdwe	1,706.57	1,514.00	1,108.85	1,354.85	1,576.00
5134 · Bldg. repair services	6,088.04	3,707.00	1,527.30	1,777.30	4,061.00
5135 · Janitorial supplies	4,899.97	5,588.00	4,622.14	5,172.14	4,261.00
5136 · Janitorial services	18,783.84	19,368.00	17,251.47	17,251.47	17,769.00

**CROCKETT RECREATION DEPARTMENT - COMMUNITY CENTER DETAIL
PRELIM BUDGET (5/16/2020) FY 2020/2021 (Closure thru Sept 30)**

	<u>PY Actual</u>	<u>Adopted</u>	<u>10 Month Actual</u>	<u>Estimated</u>	<u>Prelim Budget</u>
	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 20/21</u>
5140 & 5141 · Landscp Supp. & Srvs	13,087.77	12,184.00	11,078.95	13,035.95	13,427.00
Total 5130 · MAINTENANCE	50,409.80	48,566.00	41,550.98	45,133.98	47,472.00
5150 · MEMBERSHIPS	117.50	240.00	413.82	413.82	240.00
5160 · PROGRAM SUPPLIES					
5160.2 · Xmas program (restricted)	1,363.73	800.00	1,018.11	1,018.11	1,000.00
5160.9 · S. Concert & 100 Year Celeb.	4,894.26	10,000.00	1,510.40	7,310.40	7,000.00
Total 5160 · PROGRAM SUPPLIES	6,257.99	10,800.00	2,528.51	8,328.51	8,000.00
5165 · OTHER OPERATING					
5165.5 · Capital Replacements	7,427.49	13,100.00	862.74	2,362.74	16,400.00
5165.61 · Comm. center Rental refunds	270.50	1,400.00	8,955.00	19,155.00	30,000.00
5165.62 · Comm. center Deposit transfer	1,851.50	2,800.00	4,488.39	4,488.39	3,400.00
5165.63 · Comm. center Deposit refunds	40,598.50	36,000.00	31,011.61	33,811.61	36,545.00
5165.7 · Security Alarm/CCTV	2,712.05	2,800.00	2,934.00	2,934.00	2,950.00
5165.9 · Recoverable costs	1,346.33	800.00	566.70	1,117.44	1,000.00
5165.9e · Other Operating Costs	1,340.37	1,500.00	1,337.37	1,537.37	1,500.00
Total 5165 · OTHER OPERATING	55,546.74	58,400.00	50,155.81	65,406.55	91,795.00
5170 · OFFICE					
5171 · Postal	308.71	380.00	364.95	366.95	380.00
5172 · Supplies	889.34	1,000.00	2,047.54	2,214.20	2,000.00
5173 · Furnishings& Equipment	562.52	750.00	116.60	116.60	500.00
5174 · Visa transaction fees	1,211.64	1,200.00	798.09	948.09	1,200.00
Total 5170 · OFFICE	2,972.21	3,330.00	3,327.18	3,645.84	4,080.00
5183 · PROF. SVCS. Sec. Guards & Other	9,032.24	10,194.00	7,146.42	7,746.42	7,800.00
5191 · ADVERTISING	891.40	900.00	854.11	854.11	900.00
5230 · TRAINING & CERTIFICATION	0.00	500.00	752.39	752.39	700.00
5250 · VEHIC./TRAVEL REIMBURSEMENT	705.94	900.00	573.87	648.87	740.00
5260 · UTILITIES					
5261 · Electricity	9,378.32	11,499.00	10,374.13	11,174.13	11,621.00
5262 · Natural gas	2,628.04	2,551.00	2,643.11	2,943.11	2,785.00
5263 · Water	1,717.16	2,776.00	2,164.66	2,441.66	2,500.00
Total 5260 · UTILITIES	13,723.52	16,826.00	15,181.90	16,558.90	16,906.00
5340 · COUNTY CHARGES	1,011.00	1,200.00	1,248.14	1,358.14	1,380.00
Total 3241e · FUND 3241 REC. Expense*****	149,903.04	161,556.00	138,670.23	166,436.29	195,366.00
6560 · PAYROLL EXPENSES *****	80,664.02	89,619.00	81,292.31	85,392.31	98,004.00
Total O&M Expense	230,567.06	251,175.00	219,962.54	251,828.60	293,370.00
Contingency Expense (10%)*		25,118.00			26,457.00
Interfund and non-operating adjustments	0.00	0.00	0.00	0.00	0.00
5400 · Other Non-Operating Expense	14,755.01	0.00	2,064.89	2,064.89	0.00
Capital Project Funding Alloc. / Expense	0.00	0.00	2,441.16	2,441.16	5,000.00
TOTAL EXPENSE *	245,322.07	276,293.00	224,468.59	256,334.65	324,827.00
Net Ordinary O&M Increase/Decrease	16,019.88	-4,813.00	-25,612.63	-33,210.69	-34,853.00
Net Including Contingency & Cap. Income/Exp.	5,818.57	-27,931.00	-16,522.77	-23,954.16	-64,310.00
Net Income	5,818.57	-27,931.00	-16,522.77	-23,954.16	-64,310.00

**CROCKETT RECREATION DEPARTMENT - AQUATICS DETAIL
PRELIM BUDGET (5/21/2020) FY 2020/21 (Pool to open late)**

	<u>PY Actual</u>	<u>Adopted</u>	<u>10 Month Actual</u>	<u>Estimated</u>	<u>Prelim Budge</u>
	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 20/21</u>
RECREATION FUND 3241 - Ordinary Income/Expense					
Income					
3241i · FUND 3241 REC. Income*****					
4000 · OPERATING REVENUE					
4180 · Cost recovery	8.00	100.00	36.02	36.02	100.00
4205 · Aquatics rents	19,664.00	21,000.00	7,467.00	7,467.00	9,933.00
4206 · Concessions	9,321.70	9,681.00	6,233.48	6,233.48	7,448.00
4860 · Swim admission fees	27,042.36	27,942.00	17,066.00	17,066.00	19,376.00
4861 · Aquatics passes	10,360.20	9,089.00	1,090.00	1,090.00	7,999.00
4874 · Aquatics programs	120.00	250.00	0.00	0.00	0.00
4876 · Swim lessons	15,522.00	16,437.00	4,674.50	4,674.50	4,800.00
4880 · Other sales-aquatics	211.00	200.00	107.00	107.00	100.00
4881 · Cash over / unidentified	304.77	0.00	14.75	14.75	0.00
4885 · Donations (operations)	50.00	100.00	0.00	0.00	100.00
4886 · Donations (restricted)	570.26	500.00	0.00	0.00	200.00
Total 4000 · OPERATING REVENUE	83,174.29	85,299.00	36,688.75	36,688.75	50,056.00
4800 · NON-OPERATING REVENUE					
4802 · Recreation tax	66,746.00	74,209.00	74,099.00	74,099.00	64,703.00
4803 · Investment interest	2,965.41	3,410.00	3,027.76	3,027.76	2,724.00
4850/4899 · Cost Recovery Non-op	44.75	500.00	2,508.57	2,508.57	200.00
4891.1 · Grants: RTS non-profit	14,341.00	8,176.00	6,855.00	6,855.00	18,490.00
4891.3 · Grants: Cap. Impr. (restrctc	0.00	67,500.00	0.00	0.00	0.00
Total 4800 · NON-OPERATING REVENUE	84,097.16	153,795.00	86,490.33	86,490.33	86,117.00
Total 3241i · FUND 3241 REC. Income****	167,271.45	239,094.00	123,179.08	123,179.08	136,173.00
Total Income	167,271.45	239,094.00	123,179.08	123,179.08	136,173.00
Expense					
3241e · FUND 3241 REC. Expense*****					
5050 · UNIFORMS	2,780.87	2,000.00	766.92	1,966.92	2,000.00
5060 · TELEPHONE / INTERNET	1,937.69	1,800.00	1,273.95	1,573.95	1,800.00
5070 · SOFTWARE SUBSCRIPTIONS	768.00	800.00	0.00	768.00	800.00
5100 · INSURANCE					
5101c · Property insurance	275.14	344.00	573.60	573.60	602.00
5102a · Liability insurance-aquatics	4,467.98	4,736.00	3,980.79	3,980.79	4,219.00
5103c · Employee bond	112.70	110.00	0.00	110.00	110.00
Total 5100 · INSURANCE	4,855.82	5,190.00	4,554.39	4,664.39	4,931.00
5130 · MAINTENANCE					
5131 & 5133 · Bldg. repair supplies	588.08	924.00	980.52	1,134.52	606.00
5132 & 5134 · Bldg. repair services	967.10	555.00	645.31	737.81	851.00
5135 · Janitorial supplies	876.84	814.00	131.32	291.32	700.00
5136 · Janitorial services	267.69	150.00	0.00	0.00	150.00
5140 5141 5142 · Landscape & light	1,872.23	100.00	221.14	221.14	250.00

CROCKETT RECREATION DEPARTMENT - AQUATICS DETAIL
PRELIM BUDGET (5/21/2020) FY 2020/21 (Pool to open late)

	<u>PY Actual</u>	<u>Adopted</u>	<u>10 Month Actual</u>	<u>Estimated</u>	<u>Prelim Budget</u>
	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 20/21</u>
5145 · Pool chemical supplies	12,012.62	11,968.00	11,356.09	12,256.09	12,210.00
5146 · Pool maint. supplies	3,963.26	4,100.00	1,581.18	2,264.52	4,100.00
5147 & 5148 · Pool maint. services	1,387.04	1,564.00	1,736.25	2,386.25	1,944.00
Total 5130 · MAINTENANCE	21,934.86	20,175.00	16,651.81	19,291.65	20,811.00
5150 · MEMBERSHIPS	117.50	120.00	0.00	0.00	120.00
5160.6 · PROGRAM SUPPLIES	1,111.87	1,100.00	540.00	560.00	575.00
5165 · OTHER OPERATING					
5165.5 · Capital Replacements	13,000.20	27,500.00	712.12	13,712.12	17,500.00
5165.7 · Security / CCTV monitoring	2,268.05	2,700.00	2,490.00	2,490.00	2,600.00
5165.8 · Cash under	34.00	0.00	0.00	0.00	0.00
5165.9 · Recoverable & Other Oper.	401.14	1,643.00	2,305.81	2,315.81	1,359.00
Total 5165 · OTHER OPERATING	15,703.39	31,843.00	5,507.93	18,517.93	21,459.00
5170 5171 5172 5173 · OFFICE SUPPLII	1,761.26	1,321.00	1,523.15	1,723.15	1,346.00
5174 · OFFICE - VISA transaction fees	582.42	700.00	423.67	423.67	500.00
5180 · PROF. SVCS. - Consultants	0.00	0.00	0.00	0.00	0.00
5191 · ADVERTISING	0.00	100.00	0.00	0.00	100.00
5230 · TRAINING & CERTIFICATION	5,444.00	4,500.00	253.40	3,803.40	5,000.00
5240 · COST OF GOODS SOLD					
5241 · Food concession supplies	5,445.40	6,293.00	5,349.19	6,674.19	4,842.00
5242 · Promotional goods	220.09	220.00	76.66	76.66	100.00
Total 5240 · COST OF GOODS SOLD	5,665.49	6,513.00	5,425.85	6,750.85	4,942.00
5250 · VEHIC./TRAVEL REIMBURSMNT	1,405.10	1,400.00	1,021.71	1,171.71	1,400.00
5260 · UTILITIES					
5261 · Electricity	16,153.19	16,262.00	17,158.88	18,558.88	16,428.00
5262 · Natural gas	11,428.44	9,686.00	5,891.77	7,884.77	8,070.00
5263 · Water	6,066.25	3,554.00	6,985.12	8,656.12	6,709.00
Total 5260 · UTILITIES	33,647.88	29,502.00	30,035.77	35,099.77	31,207.00
5340 · COUNTY CHARGES	2,671.00	2,724.00	2,073.14	2,073.14	2,745.00
Total 3241e · FUND 3241 REC. Expense**	100,387.15	109,788.00	70,051.69	98,388.53	99,736.00
Total 6560 · PAYROLL EXPENSES *****	57,582.31	65,180.00	50,357.98	50,857.98	42,242.00
Total O&M Expense	157,969.46	174,968.00	120,409.67	149,246.51	141,978.00
Contingency Expense (10%)*		17,497.00			14,198.00
Other Non-Operating Expense	0.00	0.00	210.00	210.00	0.00
Capital Project Funding Allocation/Exper	0.00	80,000.00	0.00	0.00	15,000.00
TOTAL EXPENSE *	157,969.46	272,465.00	120,619.67	149,456.51	171,176.00
Net Ordinary O&M Increase/Decrease	9,301.99	-3,374.00	2,769.41	-26,067.43	-5,805.00
Net Including Contingency & Cap. Inc./Expense	9,301.99	-33,371.00	2,559.41	-26,277.43	-35,003.00
Net Revenue	9,301.99	-33,371.00	2,559.41	-26,277.43	-35,003.00

**CROCKETT RECREATION DEPARTMENT - PARKS DETAIL
PRELIM BUDGET (5/16/2020) FY 2020/21**

	<u>PY Actual</u>	<u>Adopted</u>	<u>10 Month Actual</u>	<u>Estimated</u>	<u>Prelim Budget</u>
	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 20/21</u>
RECREATION FUND 3241 - Ordinary Income/Expense					
Income					
3241i · FUND 3241 REC. Income*****					
4000 · OPERATING REVENUE					
4180 · Cost recovery	1,986.71	150.00	0.00	25.00	150.00
4879 · Tennis/restroom keys	410.00	600.00	534.00	584.00	600.00
4885 · Donations (operations)	0.00	200.00	0.00	0.00	200.00
Total 4000 · OPERATING REVENUE	2,396.71	950.00	534.00	609.00	950.00
4800 · NON-OPERATING REVENUE					
4802 · Recreation tax	40,696.00	36,878.00	36,768.00	36,768.00	46,579.00
4891.1 · Grants - RTS	17,507.00	30,000.00	24,533.00	24,533.00	15,500.00
4891.3 · Grants: Capital Impr. (restricted)	0.00	99,000.00	24,403.00	24,403.00	81,000.00
4899 · Other Non-Operating	166.25	0.00	91.61	91.61	0.00
Total 4800 · NON-OPERATING REVENUE	58,369.25	165,878.00	85,795.61	85,795.61	143,079.00
Total 3241i · FUND 3241 REC. Income*****	60,765.96	166,828.00	86,329.61	86,404.61	144,029.00
Total Income	60,765.96	166,828.00	86,329.61	86,404.61	144,029.00
Expense					
3241e · FUND 3241 REC. Expense*****					
5101 · INSURANCE Property insurance	91.71	115.00	112.00	112.00	118.00
5102 · INSURANCE Liability insurance	4,467.98	4,691.00	4,038.90	4,038.90	4,241.00
5130 · MAINTENANCE					
5131-5134 · Building & play eq. maint.	4,857.76	1,000.00	447.37	614.05	1,000.00
5135-5136 · Janitorial supplies & services	100.95	641.00	61.09	101.09	350.00
5140-5141 · Landscape suppl. & services	24,141.54	25,811.00	19,362.22	23,684.21	25,713.00
5142-5144 · Lighting and tennis supplies	312.12	300.00	176.07	201.11	300.00
Total 5130 · MAINTENANCE	29,412.37	27,752.00	20,046.75	24,600.46	27,363.00
5160 / 5165 · OTHER OPERATING					
5165.5 · Capital Replacements	4,604.85	20,700.00	7,665.35	7,665.35	17,500.00
5060 / 5165.9 / 5250 · Recov. / Other	1,362.50	200.00	30.74	64.08	200.00
Total 5165 · OTHER OPERATING	5,967.35	20,900.00	7,696.09	7,729.43	17,700.00
5180 · PROF. SVCS. (Safety Inspection)	0.00	720.00	0.00	0.00	0.00
5260 · UTILITIES -WATER	5,271.64	6,054.00	7,243.32	8,252.32	6,331.00
Total 3241e · FUND 3241 REC. Expense*****	45,211.05	60,232.00	39,137.06	44,733.11	55,753.00
6560 · PAYROLL EXPENSES *****	8,968.00	9,376.00	8,191.06	8,951.06	9,847.00
Total O&M Expense	54,179.05	69,608.00	47,328.12	53,684.17	65,600.00
Contingency Expense (10%) *	0.00	6,961.00	0.00	0.00	6,560.00
5290 · Non-Operating Expense	0.00	0.00	0.00	0.00	0.00
Capital Project Funding Allocation / Expense	2,472.00	90,000.00	26,365.00	26,965.00	90,000.00
TOTAL EXPENSE *	56,651.05	166,569.00	73,693.12	80,649.17	162,160.00
Net Ordinary O&M Increase/Decrease	6,586.91	-1,780.00	39,001.49	32,720.44	-2,571.00
Net Including Contingency & Cap. Income/Expense	4,114.91	259.00	12,636.49	5,755.44	-18,131.00
Net Revenue	4,114.91	259.00	12,636.49	5,755.44	-18,131.00

**CROCKETT RECREATION DEPARTMENT - ADMINISTRATION DETAIL
PRELIM BUDGET (5/16/2020) FY 2020/21**

	<u>PY Actual</u>	<u>Adopted</u>	<u>10 Month</u>	<u>Estimated</u>	<u>Prelim Budget</u>
	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 20/21</u>
RECREATION FUND 3241 -Ordinary Income/Expense					
Income					
3241i · FUND 3241 REC. Income*****					
4000 · OPERATING REVENUE					
4180 · Cost recovery	97.75	75.00	169.67	175.92	175.00
Total 4000 · OPERATING REVENUE	97.75	75.00	169.67	175.92	175.00
4800 · NON-OPERATING REVENUE					
4010 · Property Tax transfer from 3240	58,000.00	52,747.00	49,000.00	49,000.00	45,996.00
4802 · Recreation tax	11,159.00	24,338.00	24,228.00	24,228.00	43,950.00
4899 · Non-Op Income / passthrough	2,917.00	0.00	1,025.00	1,025.00	0.00
Total 4800 · NON-OPERATING REVENUE	72,076.00	77,085.00	74,253.00	74,253.00	89,946.00
Total 3241i · FUND 3241 REC. Income*****	72,173.75	77,160.00	74,422.67	74,428.92	90,121.00
Total Income	72,173.75	77,160.00	74,422.67	74,428.92	90,121.00
Expense					
3241e · FUND 3241 REC. Expense*****					
5120 · SOFTWARE SUBSCRIPTIONS	465.23	500.00	1,199.87	1,319.87	1,404.00
5120 · ELECTIONS	1,128.42	0.00	0.00	0.00	1,200.00
5165 · OTHER OPERATING / RECOVERABLE	807.96	700.00	568.25	684.91	850.00
5171/5172/5173 · OFFICE POSTAL/OFFICE	823.13	900.00	126.30	251.38	900.00
5180 · PROF. SVCS. (Attor./Audit./Consult.)	3,161.42	4,300.00	9,746.86	9,988.53	8,300.00
5190 · PUBLISH LEGAL NOTICES	280.17	250.00	433.38	558.38	350.00
5230 · TRAINING & CERTIFICATION	105.56	400.00	0.00	0.00	400.00
5250 · VEHICLE/TRAVEL REIMBURSEMENT	449.52	480.00	200.34	220.34	450.00
5340 · COUNTY CHARGES	1,840.37	1,860.00	2,030.22	2,030.22	2,050.00
Total 3241e · FUND 3241 REC. Expense*****	9,061.78	9,390.00	14,305.22	15,053.63	15,904.00
6560 · PAYROLL EXPENSES *****					
5010.1 · REC. MGR- Wage/Benefits (RW)	35,797.62	37,841.00	35,391.14	38,704.10	40,252.00
5011.1 · DIST. SECY- Wage/Benefits (SW)	1,871.41	2,156.00	2,610.84	3,531.84	4,679.00
5011.3 · GEN. MGR- Wage/Benefits (DMc)	22,588.48	20,265.00	19,684.37	21,399.37	21,093.00
5011.5 · ASST. MGR- Wage/Benefits	408.60	493.00	44.70	44.70	0.00
6560 · PAYROLL Other (WC Premium etc.)	374.14	0.00	305.21	305.21	0.00
Total 6560 · PAYROLL EXPENSES *****	61,040.25	60,755.00	58,036.26	63,985.22	66,024.00
Total O&M Expense	70,102.03	70,145.00	72,341.48	79,038.85	81,928.00
Contingency Expense (10%)*		7,015.00			8,193.00
5400 · Non-Operating Expense / Passthrough	2,700.00	0.00	1,025.00	1,025.00	0.00
Capital Project Funding Allocation	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENSE *	72,802.03	77,160.00	73,366.48	80,063.85	90,121.00
Net Ordinary Income	-628.28	0.00	1,056.19	-5,634.93	0.00
Net Income	-628.28	0.00	1,056.19	-5,634.93	0.00

**CROCKETT RECREATION DEPARTMENT - POLICE LIAISON DETAIL
PRELIM BUDGET (5/16/20) FY 2020/21**

	<u>PY Actual</u>	<u>Budgeted</u>	<u>10 Mo. Actual</u>	<u>Estimated</u>	<u>Prelim Budget</u>
	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 20/21</u>
RECREATION FUND 3241 -Ordinary Income/Expense					
Income					
3241i · FUND 3241 REC. Income*****					
4882 · Parking fines	1,964.74	1,809.00	393.59	427.54	600.00
Total 3241i · FUND 3241 REC. Income*****	1,964.74	1,809.00	393.59	427.54	600.00
Total Income	1,964.74	1,809.00	393.59	427.54	600.00
Expense					
3241e · FUND 3241 REC. Expense*****					
5165 · OTHER OPERATING					
5165.5 · Capital Replacements	0.00	0.00	0.00	0.00	0.00
5165.9 · Recoverable costs	0.00	0.00	0.00	0.00	0.00
5165.9e · Other Op Costs / LE Fees	709.85	150.00	102.31	102.31	150.00
Total 5165 · OTHER OPERATING	709.85	150.00	102.31	102.31	150.00
5171/5172 · OFFICE POSTAL/SUPPLIES	372.99	150.00	10.45	25.45	50.00
Total 3241e · FUND 3241 REC. Expense*****	1,082.84	300.00	112.76	127.76	200.00
6560 · PAYROLL EXPENSES *****					
5011 · Staff- Wage/Benefits	1,933.44	2,160.00	627.74	687.74	1,465.00
Total 6560 · PAYROLL EXPENSES *****	1,933.44	2,160.00	627.74	687.74	1,465.00
Total O&M Expense	3,016.28	2,460.00	740.50	815.50	1,665.00
Contingency 10%	0.00	246.00	0.00	0.00	166.00
Capital Project Funding Allocation / Expense	0.00	0.00	0.00	1,000.00	0.00
TOTAL EXPENSE	3,016.28	2,706.00	740.50	1,815.50	1,831.00
Net Including Capital Income/Expenses	-1,051.54	-897.00	-346.91	-1,387.96	-1,231.00
Net Income	-1,051.54	-897.00	-346.91	-1,387.96	-1,231.00

CAPITAL PRELIMINARY (5/16/2020) FY 20/21

	CAPITAL IMPROVEMENT	CAPITAL REPLACEMENT	GRANT FUNDED	RTS FUNDED	CAP RESERVE FUNDED	REC TAX FUNDED
COMMUNITY CENTER						
Repair bar floor		\$3,000.00		\$3,000		
Repair kitchen tiles		\$2,500.00			\$2,500	
Replacement Tables		\$3,500.00		\$3,500		
Replace fixtures in bathrooms		\$400.00		\$400		
New LED light fixtures	\$5,000.00			\$5,000		
New stage curtains		\$2,000.00		\$2,000		
Various Misc. Cap. Repl. items		\$5,000.00			\$5,000	
TOTAL	\$5,000.00	\$16,400.00				
AQUATICS CENTER						
Silicon roof for pool bld.	\$10,000.00			\$10,000		
Metered outdoor showers	\$5,000.00				\$5,000	
New pool cover winder		\$6,500.00			\$6,500	
New pool covers		\$8,000.00		\$8,000		
Various Cap. Repl. items		\$3,000.00			\$2,000	
TOTAL	\$15,000.00	\$17,500.00				
PARK, TENNIS, BOCCE						
Retaining Wall (Pomona/Poc	\$45,000.00		\$40,500		\$4,500	
Replace Stairs to Pomona	\$45,000.00		\$40,500		\$4,500	
Hardwood chips for playground		\$5,500.00		\$5,500		
Replant park lawn		\$10,000.00		\$10,000		
Various Cap. Repl. items		\$2,000.00			\$2,000	
TOTAL	\$90,000.00	\$17,500.00				
POLICE LIAISON						
None		\$0.00				
TOTAL	\$0.00	\$0.00				
NON-CAP O&M EXPENSES COVERED BY RTS FUNDING						
Annual camera maintenance (Comm 50%/Pool 50%)				\$4,980		
		SUB-TOTALS:	\$81,000	\$52,380	\$32,000	\$0
** Est. RTS funding in FY 20/21 is \$40,800			TOTAL:	\$165,380		