

CROCKETT RECREATION COMMISSION

Regular Business Meeting
AGENDA FOR MONDAY, JUNE 7, 2021

TIME: 6:00 PM
PLACE: Crockett Community Center, 850 Pomona Avenue, Crockett

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 3, 2021.
5. RECREATION:
6. BUDGET AND FINANCE:
 - a. Consider monthly Summary Worksheet and staff report on financial matters.
 - b. Consider 10-month Budget Report and Preliminary FY 2021/22 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 12, 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.

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, MAY 3, 2021

1. CALL TO ORDER: The meeting was called to order at 6:00 PM by Vice-Chairperson Airoldi. Present were Commissioners Choquette, Scheer and Valentini, along with Department Manager Wilson and Facilities Manager/Asst. Secretary Witschi. Commissioner Cusack was absent.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: Louise Choquette said she wanted to say thank you to everybody for their support and for being so kind and thoughtful.
4. CONSENT CALENDAR: The following consent item was approved unanimously (as/jv):
 - a. Approve Minutes of March 1, 2021.
- 5.a. RECREATION SPECIAL TAX: A motion to recommend continuation of recreation special tax in the amount of \$110 per residential parcel carried unanimously (ja/jv).
- 5.b. POOL RATES: Mr. Wilson reported he tried to do a rate comparison between Pinole, Hercules, Martinez, El Cerrito and Albany but he couldn't find much information on rates. He said last year we were allowed to have 46 guests at the pool and this year we are allowed to have 96. Mr. Wilson said he is suggesting raising rates \$1 at the pool for resident and non-residents. Commissioner Airoldi said Mr. Wilson does a good job running the Crockett Pool and since COVID last year the pool lost money being open and he believes rates should be raised. A motion to raise rates \$1 at the Crockett pool for resident and non-residents carried unanimously (jjv/as).
- 6.a. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission. Mr. Wilson reported a fund balance of \$396K and a cash balance of \$75K.
- 6.b. 9-MONTH BUDGET REPORT: The Commission reviewed the 9-month budget report. No further questions.
7. DISTRICT BOARD ACTIONS: Mr. Wilson reported on the actions taken by the District Board in March. He said the Board approved the deed restrictions to receive the grant under the State's Prop 68.
8. REPORT OF DEPT. MANAGER: Mr. Wilson reported John Swett High School and Crockett Swim Team both started using the pool on April 12. He said six lifeguards are being recertified and will be returning to the pool and we have five new lifeguards that will be working for us this summer. He said C&H donated \$2,800 to help us pay for new lounge chairs at the pool. Mr. Wilson reported receiving more than \$11K in donations this year.
9. COMMISSIONERS: None

10. FUTURE AGENDA ITEMS:

11. COMMISSIONER COMMENTS: None

12. ADJOURNMENT: The meeting was adjourned at 6:37 PM until June 7, 2021.

Respectfully submitted,

Susan Witschi

Susan Witschi
May 4, 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: 5-26-21

LATEST FUND REPORT: 5-12-21

OPERATING FUND 3241

CASH CARRIED FORWARD:	\$75,813.56	INVESTED BALANCE:	\$257,865.86
ACTIVITY:		Invest Interest	\$281.72
<u>CHECKS AND PAYMENTS</u>		NET INVESTED:	\$258,147.58
Warrants (9117-9144)	(\$19,649.51)	\$50,222.82	c/d deposits
Wells Fargo CC Fees	(\$5.53)	\$207,924.76	avail. funds
Payroll recovery	\$0.00	FUND BALANCE:	\$392,466.09
Invest Fees	(\$1.00)		
<u>DEPOSITS AND CREDITS</u>		*** Below held in cash account ***	
Comm Center Booking	-	C/D BEGINNING BALANCE:	\$50,222.82
Reel Winder Refund	\$8,148.32	c/d deposit receipts	\$0.00
Cost Recovery Bocce	-	c/d deposit refunds	\$0.00
Donations&Pool Rental	\$7,582.67	Trnsfr recovery	\$0.00
Tennis keys	\$5.00	NET C/D ENDING BALANCE	\$50,222.82
Transfer from Invest	-	CAP / RESTRICTED BAL:	\$4,639.60
Cash Conversion	\$57,585.00	Donations	\$0.00
United Way Pass-thru	-		\$0.00
JSHS rent/CCF Grant	-	NET CAPITAL REPL. BAL:	\$4,639.60
Return-to-source	-	POLICE LIAISON BALANCE	\$8,253.92
Parking fines	-	Parking revenue	\$0.00
Payroll recov CV&PC	-	Payroll/Expenses	\$0.00
		NET PLC ENDING BALANCE	\$8,253.92
		XMAS LIGHT BEG BALANCE	\$496.57
		No activity	\$0.00
		XMAS LIGHT END BALANCE	\$496.57
		CERT ACTIVITY: None	\$0.00
CASH BALANCE:	\$129,478.51	CERT Ending Balance:	\$0.00
ADV ON TAXES :	\$62,425.00	PETTY CASH BALANCE:	\$60.00
Cash Conversion	(\$57,585.00)	TAXES held in 3240:	\$ 44,729.61
NET ADV ON TAXES:	\$4,840.00	CO.charges in 3240:	\$ -

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

6.a.

FY 2021-22 CROCKETT RECREATION DEPARTMENT PROPOSED BUDGET (##) - FUND 3241

	PY 2019-20 Actual	FY 2020-21 Approved	FY 2020-21 Estimated Year- End	FY 21-22 Proposed Budget
O&M Expenses - combined cost centers				
Uniforms	\$ 824	\$ 2,200	\$ 1,412	\$ 2,200
Telephone / Internet / Software Subscriptions	\$ 7,429	\$ 7,354	\$ 5,790	\$ 8,284
Insurance	\$ 20,123	\$ 21,093	\$ 20,213	\$ 30,604
Elections	\$ 0	\$ 1,200	\$ 0	\$ 1,200
Maintenance	\$ 85,901	\$ 96,146	\$ 58,707	\$ 94,327
Memberships	\$ 414	\$ 360	\$ 309	\$ 360
Program Supplies	\$ 3,069	\$ 14,375	\$ 418	\$ 14,375
Other Operating incld. Capital Replcmt.	\$ 60,028	\$ 136,254	\$ 33,331	\$ 124,145
Office	\$ 5,861	\$ 6,876	\$ 1,433	\$ 6,070
Professional Services	\$ 18,154	\$ 16,100	\$ 9,792	\$ 16,811
Advertising & Legal Notices	\$ 1,442	\$ 1,500	\$ 67	\$ 1,297
Training & Certification	\$ 1,006	\$ 8,170	\$ 1,435	\$ 8,170
Cost of Goods Sold	\$ 5,520	\$ 4,942	\$ 3,582	\$ 4,942
Vehicle Travel Reimbursement	\$ 1,796	\$ 2,590	\$ 1,492	\$ 2,262
Utilities	\$ 58,805	\$ 59,961	\$ 52,696	\$ 61,652
County Charges	\$ 5,398	\$ 5,510	\$ 5,873	\$ 5,510
Salaries and Benefits	\$ 209,346	\$ 181,624	\$ 171,941	\$ 155,671
Total O&M Expenses	\$ 485,116	\$ 566,255	\$ 368,490	\$ 537,878
Fixed Assets				
Capital Projects Allocation / Expenses	\$ 29,556	\$ 112,500	\$ 0	\$ 112,500
Total Fixed Assets	\$ 29,556	\$ 112,500	0	112,500
Contingency Reserve *	\$ 0	\$ 56,626	0	\$ 109,747
Non-Operating expense / interfund trsfrs	\$ 16,329	\$ 0	\$ 36,731	\$ 0
Payroll Liabilities G/L adjust.	2,636		\$ 2,636	
Total Expenditures	\$ 533,637	\$ 735,381	\$ 407,857	\$ 760,125
TOTAL APPROPRIATIONS	\$	\$ 735,381	\$	\$ 760,125
TOTAL REVENUES **	\$ 507,689	\$ 632,951	\$ 274,266	\$ 629,643
Operating Revenue	\$ 224,427	\$ 283,267	\$ 65,643	\$ 280,496
Cost recovery	\$ 4,976	\$ 3,425	\$ 394	\$ 3,301
Community Center income	\$ 172,936	\$ 226,786	\$ 4,792	\$ 228,290
Aquatics Center income	\$ 43,828	\$ 49,656	\$ 40,553	\$ 45,656
Other income (park, keys, fines, etc.)	\$ 2,487	\$ 1,900	\$ 14,722	\$ 1,750
Donations (other)	\$ 200	\$ 1,500	\$ 5,183	\$ 1,500
Non-Operating Revenue	\$ 283,262	\$ 349,684	\$ 208,624	\$ 349,146
Property Tax trsf from 3240	\$ 59,836	\$ 63,949	\$ 60,000	\$ 64,170
Recreation Tax	\$ 136,180	\$ 136,180	\$ 136,290	\$ 136,358
Interest (non-op)	\$ 9,083	\$ 6,975	\$ 2,969	\$ 6,039
Return-to-Source Co-gen grant	\$ 36,078	\$ 52,380	\$ 0	\$ 52,380
Other non-profit grants	\$ 32,897	\$ 87,000	\$ 0	\$ 87,000
Non-operating income	\$ 9,187	\$ 3,200	\$ 9,365	\$ 3,200

CROCKETT RECREATION DEPARTMENT - BALANCE SUMMARY
ADOPTED (6/24/20) RECREATION BUDGET FY 2020/21

	<u>PY Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Proposed</u>	
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	
REC FUND 3241: BUDGET DETAIL ***					Opening
					Balance Est.
Opening Cash Balance in Fund 3241					FY 21/22
Opening Damage Deposit Balance	22,260.00	25,001.82	22,260.82	25,315.82	28,370.82
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	341,126.85	264,467.69	341,126.85	261,126.85	144,326.85
Opening Cap / Restricted Donations	3,600.79	5,173.43	3,600.79	5,173.43	5,073.43
Opening Police Liaison Funds	8,228.86	7,877.64	8,228.86	8,707.79	6,939.79
Opening O&M General Funds *	99,930.69	146,679.88	99,930.69	41,233.90	26,662.33
TOTAL OPENING CASH BALANCE	<u>520,678.53</u>	<u>494,730.98</u>	<u>520,678.53</u>	<u>387,088.31</u>	<u>256,903.74</u>
ESTIMATED REVENUES					
Community Center	216,051.80	279,797.00	45,196.76	281,088.61	
Aquatics Center	130,369.03	117,692.00	89,583.13	113,028.95	
Parks, Bocce, Tennis Courts	86,329.61	114,029.00	48,815.62	144,198.31	
Administrative	74,545.09	90,833.00	90,182.80	91,175.00	
Police Liaison	393.59	600.00	488.09	450.00	
TOTAL REVENUES	<u>507,689.12</u>	<u>602,951.00</u>	<u>274,266.40</u>	<u>629,940.87</u>	
ESTIMATED O&M OUTLAY EXPENSE					
Community Center	218,447.36	265,299.00	140,207.45	274,532.64	
Aquatics Center	131,923.53	151,248.00	126,871.04	151,248.00	
Parks, Bocce, Tennis Courts	53,515.69	65,468.00	49,831.10	52,975.67	
Administrative	80,484.43	82,575.00	51,571.16	58,542.14	
Police Liaison	744.81	1,665.00	9.16	580.00	
SUB -TOTAL O&M EXPENSE	<u>485,115.82</u>	<u>566,255.00</u>	<u>368,489.91</u>	<u>537,878.44</u>	
Contingency	0.00	56,626.00	0.00	109,747.00	
Non-operating expense	16,328.98	0.00	36,731.00	0.00	
Payroll Liability G/L adjust.	2,635.71	0.00	2,635.71	0.00	
ESTIMATED CAPITAL OUTLAY EXPENSE					
Community Center	2,441.16	5,000.00	0.00	5,000.00	
Aquatics Center	0.00	15,000.00	0.00	15,000.00	
Park, Tennis, Bocce	27,115.00	91,500.00	0.00	91,500.00	
Police Liaison	0.00	1,000.00	0.00	1,000.00	
TOTAL EXPENSE	<u>533,636.67</u>	<u>735,381.00</u>	<u>407,856.62</u>	<u>760,125.44</u>	
CLOSING BALANCE - FUND 3241 ***	<u>494,730.98</u>	<u>362,300.98</u>	<u>387,088.31</u>	<u>256,903.74</u>	
Prop. Taxes Held in 3240 as of June 30	10,014.48	10,000.00	10,014.48	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
ADOPTED BUDGET (6/24/2020) FY 2020/2021 (Est. closure thru Sept 30)

	<u>PY Actual</u>	<u>Adopted</u>	<u>11 Month Actual</u>	<u>Actual</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</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	4,633.31	3,000.00	176.39	176.39
4200 · Community Center Rentals	117,741.00	157,500.00	1,120.00	3,002.00
4201 · Center rents - senior nutrition	4,000.00	4,800.00	1,200.00	1,200.00
4202 · Center rents - outside classes	780.00	1,200.00	90.00	90.00
4203 · Center - clean/damage DEPOSITS	30,960.00	42,686.00	0.00	500.00
4750 · Security services *	9,559.00	9,800.00	0.00	0.00
4780 · Cleaning services *	4,896.00	4,800.00	0.00	0.00
4870 & 4880 · Summer Concert & other	5,000.00	6,000.00	0.00	0.00
4885 · Donations (operations)	200.00	1,000.00	0.00	0.00
4886 · Donations (restricted)	1,559.77	700.00	14,164.45	14,164.45
Total 4000 · OPERATING REVENUE	179,329.08	231,486.00	16,750.84	19,132.84
4800 · NON-OPERATING REVENUE				
4010 · Property Tax transfer from 3240	11,000.00	17,670.00	16,000.00	16,000.00
4802 · Recreation tax	1,000.81	1,000.00	1,000.81	1,000.81
4803 · Investment interest	6,055.50	4,251.00	1,809.33	1,809.33
4850 · Cost Recovery (Non-op)	460.25	1,000.00	53.78	53.78
4890 · Non-profit grants (operations)	0.00	6,000.00	0.00	0.00
4891.1 · Non-profit grants RTS (restrict.)	4,690.00	16,390.00	0.00	0.00
4891.3 · Grants: Capital Impr. (restrict.)	8,494.00	0.00	0.00	0.00
4899 · Non-operating passthru & other	5,101.91	2,000.00	0.00	7,200.00
Total 4800 · NON-OPERATING REVENUE	36,802.47	48,311.00	18,863.92	26,063.92
Total 3241i · FUND 3241 REC. Income*****	216,131.55	279,797.00	35,614.76	45,196.76
Total Income	216,131.55	279,797.00	35,614.76	45,196.76
Expense				
3241e · FUND 3241 REC. Expense*****				
5050 · UNIFORMS	56.80	200.00	0.00	0.00
5060 · TELEPHONE / INTERNET	3,846.86	3,100.00	2,739.83	3,298.57
5070 · SOFTWARE SUBSCRIPTIONS	216.48	250.00	347.85	347.85
5100 · INSURANCE				
5101 · Property insurance	1,401.52	1,472.00	2,024.18	2,024.18
5102 & 5103 · Liab. & Empl. Bond Ins.	9,927.55	10,331.00	9,820.70	9,820.70
Total 5100 · INSURANCE	11,329.07	11,803.00	11,844.88	11,844.88
5130 · MAINTENANCE				
5131 · Building maint. supplies	743.21	1,180.00	0.00	0.00
5132 · Building maint. services	5,219.06	5,198.00	3,380.00	3,526.00
5133 · Bldg. repair supplies & hdwe	1,168.63	1,576.00	902.52	902.52
5134 · Bldg. repair services	1,527.30	4,061.00	940.00	940.00
5135 · Janitorial supplies	4,684.88	4,261.00	892.39	892.39
5136 · Janitorial services	17,251.47	17,769.00	69.71	69.71

CROCKETT RECREATION DEPARTMENT - COMMUNITY CENTER DETAIL
ADOPTED BUDGET (6/24/2020) FY 2020/2021 (Est. closure thru Sept 30)

	<u>PY Actual</u>	<u>Adopted</u>	<u>11 Month Actual</u>	<u>Actual</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 20/21</u>
5140 & 5141 · Landscp Supp. & Srvs	12,996.95	13,427.00	11,166.92	11,166.92
Total 5130 · MAINTENANCE	43,591.50	47,472.00	17,351.54	17,497.54
5150 · MEMBERSHIPS	413.82	240.00	128.82	128.82
5160 · PROGRAM SUPPLIES				
5160.2 · Xmas program (restricted)	1,018.11	1,000.00	74.25	74.25
5160.9 · S. Concert & 100 Year Celeb.	1,510.40	12,800.00	261.00	261.00
Total 5160 · PROGRAM SUPPLIES	2,528.51	13,800.00	335.25	335.25
5165 · OTHER OPERATING				
5165.5 · Capital Replacements	862.74	18,800.00	3,648.09	3,648.09
5165.61 · Comm. center Rental refunds	380.00	30,000.00	0.00	0.00
5165.62 · Comm. center Deposit transfer	4,488.39	3,400.00	0.00	0.00
5165.63 · Comm. center Deposit refunds	31,011.61	36,545.00	3,500.00	3,500.00
5165.7 · Security Alarm/CCTV	2,934.00	2,950.00	1,358.73	1,358.73
5165.9 · Recoverable costs	1,050.77	1,000.00	0.00	0.00
5165.9e · Other Operating Costs	1,337.37	1,500.00	133.31	133.31
Total 5165 · OTHER OPERATING	42,064.88	94,195.00	8,640.13	8,640.13
5170 · OFFICE				
5171 · Postal	372.95	380.00	10.60	10.60
5172 · Supplies	2,140.79	2,000.00	754.01	769.08
5173 · Furnishings& Equipment	116.60	500.00	0.00	0.00
5174 · Visa transaction fees	820.70	1,200.00	83.12	83.12
Total 5170 · OFFICE	3,451.04	4,080.00	847.73	862.80
5183 · PROF. SVCS. Sec. Guards & Other	7,146.42	7,800.00	2,778.26	2,778.26
5191 · ADVERTISING	854.11	900.00	61.35	61.35
5230 · TRAINING & CERTIFICATION	752.39	700.00	0.00	0.00
5250 · VEHIC./TRAVEL REIMBURSEMENT	573.87	740.00	263.16	263.16
5260 · UTILITIES				
5261 · Electricity	10,846.66	11,621.00	7,516.19	8,019.66
5262 · Natural gas	2,755.66	2,785.00	2,214.00	2,316.85
5263 · Water	2,442.61	2,500.00	1,443.88	1,443.88
Total 5260 · UTILITIES	16,044.93	16,906.00	11,174.07	11,780.39
5340 · COUNTY CHARGES	1,294.14	1,380.00	1,121.00	1,121.00
Total 3241e · FUND 3241 REC. Expense*****	134,164.82	203,566.00	57,633.87	58,960.00
6560 · PAYROLL EXPENSES *****	84,282.54	61,733.00	77,520.86	81,247.45
Total O&M Expense	218,447.36	265,299.00	135,154.73	140,207.45
Contingency Expense (10%)*		26,530.00		
Interfund and non-operating adjustments	0.00	0.00	0.00	0.00
5400 · Other Non-Op & 5166 COVID-19	15,093.98	0.00		35,706.00
Capital Project Funding Alloc. / Expense	2,441.16	5,000.00	0.00	0.00
TOTAL EXPENSE *	235,982.50	296,829.00	135,154.73	175,913.45
Net Ordinary O&M Increase/Decrease	-15,911.72	12,498.00	-99,539.97	-102,210.69
Net Including Contingency & Cap. Income/Exp.	-19,850.95	-17,032.00	#VALUE!	-130,716.69
Net Income	-19,850.95	-17,032.00	#VALUE!	-130,716.69

**CROCKETT RECREATION DEPARTMENT - AQUATICS DETAIL
PROPOSED BUDGET (##) FY 2021/22**

	<u>PY Actual</u>	<u>Adopted</u>	<u>11 Month Actual</u>	<u>Actual</u>	<u>Proposed</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 21/22</u>
RECREATION FUND 3241 - Ordinary Income/Expense					
Income					
3241i · FUND 3241 REC. Income*****					
4000 · OPERATING REVENUE					
4180 · Cost recovery	51.02	100.00	200.00	200.00	125.51
4205 · Aq. rents - COVID refunds	11,067.00	9,933.00	11,637.00	11,637.00	9,933.00
4206 · Concessions	6,773.48	7,448.00	4,750.02	5,271.72	7,147.51
4860 · Swim admission fees	18,549.05	19,376.00	14,737.30	16,303.60	18,076.22
4861 · Aquatics passes	2,635.90	7,999.00	2,271.00	7,216.00	7,999.00
4874 · Aquatics programs	0.00	0.00	0.00	0.00	0.00
4876 · Swim lessons	4,674.50	4,800.00	126.00	126.00	2,400.00
4880 · Other sales-aquatics	111.00	100.00	2.00	2.00	100.00
4881 · Cash over / unidentified	16.75	0.00	16.55	-3.45	0.00
4885 · Donations (operations)	0.00	100.00	0.00	0.00	100.00
4886 · Donations (restricted)	0.00	200.00	2,957.67	3,157.67	200.00
Total 4000 · OPERATING REVENUE	43,878.70	50,056.00	36,697.54	43,910.54	46,081.23
4800 · NON-OPERATING REVENUE					
4802 · Recreation tax	44,257.72	44,222.00	44,257.72	44,257.72	44,257.72
4803 · Investment interest	3,027.76	2,724.00	1,159.22	1,159.22	2,000.00
4850/4899 · Cost Recovery Non-op	2,508.57	200.00	255.65	255.65	200.00
4891.1 · Grants: RTS non-profit	6,855.00	0.00	0.00	0.00	20,490.00
4891.3 · Grants: Cap. Impr. (restrctc	0.00	0.00	0.00	0.00	0.00
Total 4800 · NON-OPERATING REVENUE	56,649.05	47,146.00	45,672.59	45,672.59	66,947.72
Total 3241i · FUND 3241 REC. Income****	100,527.75	97,202.00	82,370.13	89,583.13	113,028.95
Total Income	100,527.75	97,202.00	82,370.13	89,583.13	113,028.95
Expense					
3241e · FUND 3241 REC. Expense*****					
5050 · UNIFORMS	766.92	2,000.00	1,412.06	1,412.06	2,000.00
5060 · TELEPHONE / INTERNET	1,378.25	1,800.00	916.61	1,020.91	1,800.00
5070 · SOFTWARE SUBSCRIPTIONS	768.00	800.00	528.00	528.00	800.00
5100 · INSURANCE					
5101c · Property insurance	573.60	602.00	756.06	756.06	602.00
5102a · Liability insurance-aquatics	3,980.79	4,219.00	3,856.39	3,856.39	4,219.00
5103c · Employee bond	88.20	110.00	0.00	0.00	110.00
Total 5100 · INSURANCE	4,642.59	4,931.00	4,612.45	4,612.45	4,931.00
5130 · MAINTENANCE					
5131 & 5133 · Bldg. repair supplies	493.82	606.00	84.88	84.88	606.00
5132 & 5134 · Bldg. repair services	0.00	828.00	50.00	50.00	828.00
5135 · Janitorial supplies	149.23	700.00	127.02	127.02	700.00
5136 · Janitorial services	0.00	150.00	94.36	94.36	150.00
5140 5141 5142 · Landscape & light	348.94	250.00	324.43	324.43	250.00

**CROCKETT RECREATION DEPARTMENT - AQUATICS DETAIL
PROPOSED BUDGET (##) FY 2021/22**

	<u>FY Actual</u>	<u>Adopted</u>	<u>11 Month Actual</u>	<u>Actual</u>	<u>Proposed</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 21/22</u>
5145 · Pool chemical supplies	11,773.10	12,507.00	10,896.61	10,896.61	12,507.00
5146 · Pool maint. supplies	2,107.85	4,100.00	2,057.56	2,057.56	4,100.00
5147 & 5148 · Pool maint. services	2,381.56	1,930.00	1,062.01	1,062.01	1,930.00
Total 5130 · MAINTENANCE	17,254.50	21,071.00	14,696.87	14,696.87	21,071.00
5150 · MEMBERSHIPS	0.00	120.00	180.00	180.00	120.00
5160.6 · PROGRAM SUPPLIES	540.00	575.00	82.41	82.41	575.00
5165 · OTHER OPERATING					
5165.5 · Capital Replacements	712.12	19,400.00	19,724.45	19,724.45	19,400.00
5165.7 · Security / CCTV monitoring	2,490.00	2,600.00	500.00	500.00	2,600.00
5165.8 · Cash under	10.95	0.00	5.00	5.00	0.00
5165.9 5166.3 · Recov, Other, COVIL	6,034.12	1,359.00	231.02	231.02	1,359.00
Total 5165 · OTHER OPERATING	9,247.19	23,359.00	20,460.47	20,460.47	23,359.00
5170 5171 5172 5173 5166.2 · OFFICE S	1,849.46	1,346.00	276.24	276.24	1,346.00
5174 · OFFICE - VISA transaction fees	423.67	500.00	192.47	192.47	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	253.40	7,070.00	1,434.75	1,434.75	7,070.00
5240 · COST OF GOODS SOLD					
5241 · Food concession supplies	5,443.60	4,842.00	3,544.50	3,581.78	4,842.00
5242 · Promotional goods	76.66	100.00	0.00	0.00	100.00
Total 5240 · COST OF GOODS SOLD	5,520.26	4,942.00	3,544.50	3,581.78	4,942.00
5250 · VEHIC./TRAVEL REIMBURSMNT	1,021.71	1,400.00	1,062.30	1,184.94	1,400.00
5260 · UTILITIES					
5261 · Electricity	18,715.00	19,676.00	16,491.55	17,953.90	19,676.00
5262 · Natural gas	7,343.41	9,406.00	2,013.02	2,013.02	9,406.00
5263 · Water	9,093.86	7,830.00	12,250.55	13,340.32	7,830.00
Total 5260 · UTILITIES	35,152.27	36,912.00	30,755.12	33,307.24	36,912.00
5340 · COUNTY CHARGES	2,073.14	2,080.00	3,083.00	3,083.00	2,080.00
Total 3241e · FUND 3241 REC. Expense**	80,891.36	109,006.00	83,237.25	86,053.59	109,006.00
Total 6560 · PAYROLL EXPENSES *****	51,032.17	42,242.00	38,487.29	40,817.45	42,242.00
Total O&M Expense	131,923.53	151,248.00	121,724.54	126,871.04	151,248.00
Contingency Expense (10%)*		15,125.00			15,125.00
Other Non-Operating Expense	210.00	0.00	0.00	0.00	0.00
Capital Project Funding Allocation/Exper	0.00	15,000.00	0.00	0.00	15,000.00
TOTAL EXPENSE *	132,133.53	181,373.00	121,724.54	126,871.04	181,373.00
Net Ordinary O&M Increase/Decrease	-31,395.78	-54,046.00	-39,354.41	-37,287.91	-38,219.05
Net Including Contingency & Cap. Inc./(Expense)	-31,605.78	-84,171.00	-39,354.41	-37,287.91	-68,344.05
Net Revenue	-31,605.78	-84,171.00	-39,354.41	-37,287.91	-68,344.05

**CROCKETT RECREATION DEPARTMENT - PARKS DETAIL
ADOPTED BUDGET (6/24/2020) FY 2020/21**

	<u>PY Actual</u>	<u>Adopted</u>	<u>11 Month Actual</u>	<u>Actual</u>	<u>Proposed</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 21/22</u>
RECREATION FUND 3241 - Ordinary Income/Expense					
Income					
3241i · FUND 3241 REC. Income*****					
4000 · OPERATING REVENUE					
4180 · Cost recovery	0.00	150.00	0.00	0.00	0.00
4879 · Tennis/restroom keys	534.00	600.00	40.00	69.00	600.00
4885 · Donations (operations)	0.00	200.00	0.00	0.00	200.00
4886 · Donations (restricted)	0.00	200.00	2,025.00	2,025.00	200.00
Total 4000 · OPERATING REVENUE	534.00	950.00	2,065.00	2,094.00	1,000.00
4800 · NON-OPERATING REVENUE					
4802 · Recreation tax	36,768.00	46,579.00	46,616.62	46,616.62	46,600.00
4891.1 · Grants - RTS	24,533.00	15,500.00	0.00	0.00	15,500.00
4891.3 · Grants: Capital Impr. (restricted)	24,403.00	81,000.00	0.00	0.00	81,000.00
4899 · Other Non-Operating	91.61	0.00	105.00	105.00	98.31
Total 4800 · NON-OPERATING REVENUE	95,644.23	143,079.00	46,721.62	46,721.62	143,198.31
Total 3241i · FUND 3241 REC. Income*****	96,178.23	144,029.00	48,786.62	48,815.62	144,198.31
Total Income	96,178.23	144,029.00	48,786.62	48,815.62	144,198.31
Expense					
3241e · FUND 3241 REC. Expense*****					
5101 · INSURANCE Property insurance	112.00	118.00	110.05	110.05	188.74
5102 · INSURANCE Liability insurance	4,038.90	4,241.00	3,646.11	3,646.11	6,532.26
5130 · MAINTENANCE					
5131-5134 · Building & play eq. maint.	447.37	1,000.00	52.05	52.05	249.71
5135-5136 · Janitorial supplies & services	241.38	350.00	214.05	214.05	227.72
5140-5141 · Landscape suppl. & services	24,163.37	25,953.00	26,163.16	26,163.16	25,163.27
5142-5144 · Lighting and tennis supplies	203.27	300.00	83.12	83.12	143.20
Total 5130 · MAINTENANCE	25,055.39	27,603.00	26,512.38	26,512.38	25,783.89
5160 / 5165 · OTHER OPERATING					
5165.5 · Capital Replacements	7,999.18	17,500.00	4,144.56	4,144.56	6,071.87
5060 / 5165.9 / 5250 · Recov. / Other	41.63	200.00	68.78	68.78	55.21
Total 5165 · OTHER OPERATING	8,040.81	17,700.00	4,213.34	4,213.34	6,127.08
5180 · PROF. SVCS. (Safety Inspection)	0.00	0.00	0.00	0.00	0.00
5260 · UTILITIES -WATER	7,608.20	6,143.00	7,608.20	7,608.20	6,143.00
Total 3241e · FUND 3241 REC. Expense*****	44,855.30	55,805.00	42,090.08	42,090.08	44,774.96
6560 · PAYROLL EXPENSES *****					
Total O&M Expense	53,515.69	65,468.00	49,831.10	49,831.10	52,975.67
Contingency Expense (10%) *	0.00	6,547.00	0.00	0.00	58,273.24
5290 · Non-Operating Expense	0.00	0.00	0.00	0.00	0.00
Capital Project Funding Allocation / Expense	27,115.00	91,500.00	0.00	0.00	91,500.00
TOTAL EXPENSE *	80,630.69	163,515.00	49,831.10	49,831.10	202,748.91
Net Ordinary O&M Increase/Decrease	42,662.54	-2,439.00	-1,044.48	-1,015.48	10,222.64
Net Including Contingency & Cap. Income/Expense	15,547.54	-19,486.00	-1,044.48	-1,015.48	-58,550.60
Net Revenue	15,547.54	-19,486.00	-1,044.48	-1,015.48	-58,550.60

**CROCKETT RECREATION DEPARTMENT - ADMINISTRATION DETAIL
PROPOSED BUDGET (##) FY 2021/22**

	<u>PY Actual</u>	<u>Adopted</u>	<u>11 Month</u>	<u>Actual</u>	<u>Proposed</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 21/22</u>
RECREATION FUND 3241 -Ordinary Income/Expense					
Income					
3241i · FUND 3241 REC. Income*****					
4000 · OPERATING REVENUE					
4180 · Cost recovery	292.09	175.00	17.20	17.20	175.00
Total 4000 · OPERATING REVENUE	292.09	175.00	17.20	17.20	175.00
4800 · NON-OPERATING REVENUE					
4010 · Property Tax transfer from 3240	49,000.00	46,279.00	44,000.00	44,000.00	46,500.00
4802 · Recreation tax	24,228.00	44,379.00	44,414.85	44,414.85	44,500.00
4899 · Non-Op Income / passthrough	1,025.00	0.00	1,750.75	1,750.75	0.00
Total 4800 · NON-OPERATING REVENUE	74,253.00	90,658.00	90,165.60	90,165.60	91,000.00
Total 3241i · FUND 3241 REC. Income*****	74,545.09	90,833.00	90,182.80	90,182.80	91,175.00
Total Income	74,545.09	90,833.00	90,182.80	90,182.80	91,175.00
Expense					
3241e · FUND 3241 REC. Expense*****					
5120/5150 · SOFTWARE SUB & MEMBERSHIP	1,219.87	1,404.00	594.99	594.99	1,404.00
5120 · ELECTIONS	0.00	1,200.00	0.00	0.00	1,200.00
5165 · OTHER OPERATING / RECOVERABLE	573.05	850.00	17.20	17.20	850.00
5171/5172/5173 · OFFICE POSTAL/OFFICE	126.30	900.00	101.17	101.17	113.74
5180 · PROF. SVCS. (Attor./Audit./Consult.)	11,007.90	8,300.00	7,013.44	7,013.44	9,010.67
5190 · PUBLISH LEGAL NOTICES	587.90	500.00	5.55	5.55	296.73
5230 · TRAINING & CERTIFICATION	0.00	400.00	0.00	0.00	400.00
5250 · VEHICLE/TRAVEL REIMBURSEMENT	200.34	450.00	43.66	43.66	122.00
5340 · COUNTY CHARGES	2,030.22	2,050.00	1,669.12	1,669.12	2,050.00
Total 3241e · FUND 3241 REC. Expense*****	9,061.78	9,390.00	9,445.13	9,445.13	15,447.13
6560 · PAYROLL EXPENSES *****					
5010.1 · REC. MGR- Wage/Benefits (RW)	38,704.09	40,252.00	6,648.66	6,648.66	22,676.38
5011.1 · DIST. SECY- Wage/Benefits (SW)	3,714.73	4,876.00	841.87	841.87	2,278.30
5011.3 · GEN. MGR- Wage/Benefits (DMc)	21,970.12	21,393.00	4,310.54	4,310.54	13,140.33
5011.5 · ASST. MGR- Wage/Benefits	44.70	0.00	0.00	0.00	5,000.00
6560 · PAYROLL Other (WC Premium etc.)	305.21	0.00	30,324.96	30,324.96	0.00
Total 6560 · PAYROLL EXPENSES *****	61,040.25	66,521.00	42,126.03	42,126.03	43,095.01
Total O&M Expense	70,102.03	82,575.00	51,571.16	51,571.16	58,542.14
Contingency Expense (10%)*		8,258.00			8,257.50
5400 · Non-Operating Expense / Passthrough	1,025.00	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	52,596.16	52,596.16	90,833.00
Net Ordinary Income	-628.28	0.00	37,586.64	37,586.64	0.00
Net Income	-628.28	0.00	37,586.64	37,586.64	0.00

**CROCKETT RECREATION DEPARTMENT - POLICE LIAISON DETAIL
ADOPTED BUDGET (6/24/20) FY 2020/21**

	<u>PY Actual</u>	<u>Budgeted</u>	<u>11 Mo. Actual</u>	<u>Year End</u>	<u>Proposed</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>21/22</u>
RECREATION FUND 3241 -Ordinary Income/Expense					
Income					
3241i · FUND 3241 REC. Income*****					
4882 · Parking fines	393.59	600.00	488.09	488.09	450.00
Total 3241i · FUND 3241 REC. Income*****	393.59	600.00	488.09	488.09	450.00
Total Income	393.59	600.00	488.09	488.09	450.00
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	102.31	150.00	0.00	0.00	150.00
Total 5165 · OTHER OPERATING	102.31	150.00	0.00	0.00	150.00
5171/5172 · OFFICE POSTAL/SUPPLIES	10.45	50.00	0.00	0.00	30.00
Total 3241e · FUND 3241 REC. Expense*****	112.76	200.00	0.00	0.00	180.00
6560 · PAYROLL EXPENSES *****					
5011 · Staff- Wage/Benefits	632.05	1,465.00	9.16	9.16	400.00
Total 6560 · PAYROLL EXPENSES *****	632.05	1,465.00	9.16	9.16	400.00
Total O&M Expense	744.81	1,665.00	9.16	9.16	580.00
Contingency 10%	0.00	166.00	0.00	0.00	638.00
Capital Project Funding Allocation / Expense	0.00	1,000.00	0.00	0.00	1,000.00
TOTAL EXPENSE	744.81	2,831.00	9.16	9.16	2,218.00
Net Including Capital Income/Expenses	-351.22	-2,231.00	478.93	478.93	-1,768.00
Net Income	-351.22	-2,231.00	478.93	478.93	-1,768.00

CAPITAL ADOPTED (##) FY 21/22

	CAPITAL IMPROVEMENT	CAPITAL REPLACEMENT	GRANT FUNDED	RTS FUNDED	CAP RESERVE FUNDED	REC TAX or OTHER FUNDED
COMMUNITY CENTER						
Repair bar floor		\$3,000.00		\$3,000		
Repair kitchen tiles		\$2,500.00			\$2,500	
Paint MPR		\$2,400.00			\$2,400	
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	\$18,800.00				
AQUATICS CENTER						
Silicon roof for pool bld.		\$10,000.00		\$10,000		
Metered outdoor showers	\$5,000.00				\$5,000	
New pool cover winder		\$8,400.00			\$8,400	
New pool covers		\$8,000.00		\$8,000		
Various Cap. Repl. items		\$3,000.00			\$2,000	
TOTAL	\$5,000.00	\$29,400.00				
PARK, TENNIS, BOCCE						
Retaining Wall (Pomona/Pool)	\$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		
Botta Memorial Bench (50%)	\$1,500.00				\$500	\$1,000
Various Cap. Repl. items		\$2,000.00			\$2,000	
TOTAL	\$91,500.00	\$17,500.00				
POLICE LIAISON						
Botta Memorial Bench (50%)	\$1,000.00					\$1,000
TOTAL	\$1,000.00	\$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	\$36,800
					\$2,000	
** Est. RTS funding in FY 20/21 is \$40,800			TOTAL:	\$172,180		