

Ambrose Recreation & Park District
INCOME
2024-2025
Preliminary Operating Budget

	2023-2024	2024-2025
	<u>Budget</u>	<u>Budget</u>
<u>GENERAL FUND</u>		
Property Taxes	\$930,000.00	\$930,000.00
Rental Income		
Monthly Rentals	\$93,000.00	\$93,000.00
Other Rentals (Aud., Lions Den, etc.)	<u>\$60,000.00</u>	<u>\$60,000.00</u>
	\$153,000.00	\$153,000.00
Recreation		
Class Registrations	\$16,000.00	\$24,000.00 * increase in class registrations
Special Events	\$0.00	\$0.00
Youth Sports Programs	\$2,000.00	\$1,500.00
Community Garden Rentals	\$200.00	\$200.00
Weight Room	<u>\$700.00</u>	<u>\$1,000.00</u>
	\$18,900.00	\$26,700.00
Pool		
Lessons	\$9,000.00	\$9,000.00
Admissions	\$13,000.00	\$13,000.00
Season Passes	\$3,000.00	\$2,500.00
Rentals	\$800.00	\$500.00
Snack Bar	\$2,500.00	\$2,500.00
Grants	<u>\$0.00</u>	<u>\$0.00</u>
	\$28,300.00	\$27,500.00
Miscellaneous Income	<u>\$15,100.00</u>	<u>\$100.00</u> * last FY included attorney fees/settlement
TOTAL GENERAL FUND	\$1,145,300.00	\$1,137,300.00
<u>MAINTENANCE</u>		
Assessment (Ambrose Pk&Center)	\$270,000.00	\$270,000.00
Neighborhood Parks Assessment	<u>\$51,428.00</u>	<u>\$51,428.00</u>
TOTAL MAINTENANCE	\$321,428.00	\$321,428.00
<u>GRANTS/REIMB. PROGRAMS</u>		
Keller Grants	\$15,000.00	\$0.00
LMCHD	\$823.00	\$0.00
Teen Center General Funds (from Reserve)	\$0.00	\$0.00
Teen Center Fundraising	\$0.00	\$0.00
Teen Center Donations	\$0.00	\$0.00

Teen Center Outdoor Ed	\$0.00	\$0.00	will use remaining
Koshland Grant - Youth Services	\$3,400.00	\$4,000.00	* grant funds for
Koshland Fellows Discretionary Funds	\$0.00	\$0.00	Teen Center expenses
SF Foundation Grant- Bay Point Youth Academy	\$80,000.00	\$75,000.00	* will use remaining
Bay Point Youth Academy Fundraising	\$0.00	\$0.00	grant funds for
Bay Point Youth Academy Donations	<u>\$0.00</u>	<u>\$0.00</u>	academy expenses
TOTAL REIMB. PROGRAMS	\$99,223.00	\$79,000.00	

CAPITAL PROJECTS

General Fund Capital Projects	\$0.00	\$0.00	
Insurance Claim Reimbursements	\$140,000.00	\$0.00	
CDGB (Carpet Replacement)			
Grant Funds	\$62,640.00	\$0.00	
General Funds (Reserves)	\$15,660.00	\$0.00	
Ambrose Park Irrigation Project (from Reserves)	\$0.00	\$0.00	
Lynbrook Project			
Per Capita Grant	\$191,000.00	\$0.00	
General Funds (Reserves)	\$0.00	\$0.00	
Anuta Project (Prop 68 Grant)			
Per Capita Grant	\$269,944.00	\$269,944.00	*will continue into 24/25 FY
General Funds (Park Ded)	<u>\$75,387.00</u>	<u>\$0.00</u>	
TOTAL CAPITAL PROJECTS	\$754,631.00	\$269,944.00	

TOTAL REVENUES	\$2,320,582.00	\$1,807,672.00	
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Ambrose Recreation & Park District
EXPENSES
2024-2025
Preliminary Operating Budget

	2023-2024	2024-2025
	<u>Budget</u>	<u>Budget</u>
<u>GENERAL FUND</u>		
Wages & Benefits		
General Manager	\$90,000.00	\$90,000.00
Senior Accountant	\$87,000.00	\$87,000.00
Administrative Assistant	\$55,000.00	\$55,000.00
Recreation Coordinator	\$53,000.00	\$54,000.00
Part-Time Custodians	\$50,000.00	\$50,000.00
Board of Directors	\$6,500.00	\$6,500.00
Weekend Custodians	\$5,000.00	\$5,000.00
Overtime Wages	\$200.00	\$200.00
Medical Insurance	\$60,000.00	\$60,000.00
G.M.'s Medical	\$14,000.00	\$14,000.00
Workers' Comp	\$24,000.00	\$24,000.00
Retirement	\$2,800.00	\$2,800.00
G.M.'s Vehicle Allowance	\$2,400.00	\$2,400.00
Phone Allowance	\$600.00	\$600.00
FICA/SUI/Payroll taxes	<u>\$32,000.00</u>	<u>\$32,000.00</u>
	\$482,500.00	\$483,500.00
Administrative Expenses		
Liability Insurance	\$101,500.00	\$101,500.00
Payroll Fees	\$3,500.00	\$4,500.00
Professional Services	\$15,000.00	\$15,000.00
Attorney Fees	\$20,000.00	\$20,000.00
Phones/Internet	\$7,500.00	\$7,500.00
Office Supplies	\$5,000.00	\$5,000.00
Debt Service (copier leases)	\$4,000.00	\$4,000.00
Subscriptions/Dues	\$8,700.00	\$8,700.00
Conferences (Board & GM)	\$0.00	\$0.00
Vehicle fuel	\$600.00	\$600.00
Publicity	\$800.00	\$800.00
Alarms/Repairs	\$1,300.00	\$1,600.00
Fingerprinting	\$300.00	\$300.00
Government fees/charges	\$4,500.00	\$4,000.00
Election	\$0.00	\$0.00
Uniforms	\$500.00	\$500.00
Credit/Debit Card Fees	\$5,000.00	\$5,000.00
Security Guards/Rentals	\$5,000.00	\$5,000.00
Website Fees	\$3,000.00	\$3,000.00
Energy Conservation Loan	\$36,000.00	\$36,000.00
Miscellaneous Expenses	<u>\$250.00</u>	<u>\$250.00</u>
	\$222,450.00	\$223,250.00
Recreation Expenses		
Supplies	\$500.00	\$500.00
Community Garden	\$2,000.00	\$2,000.00

Class Instructors	\$9,000.00	\$17,000.00	*increase in registrations
Special Events	<u>\$150.00</u>	<u>\$500.00</u>	
	\$11,650.00	\$20,000.00	
TOTAL GENERAL FUND	\$716,600.00	\$726,750.00	

MAINTENANCE

Assessment Wages & Benefits

Maintenance Workers	\$109,000.00	\$109,000.00
Part-Time Maintenance Worker	\$25,000.00	\$25,000.00
Overtime Wages	\$500.00	\$500.00
Assessment Payroll Taxes	<u>\$10,000.00</u>	<u>\$10,000.00</u>
	\$144,500.00	\$144,500.00

Ambrose Park Expenses - Assess.

Tools	\$200.00	\$200.00
Equipment Repairs/Maint.	\$14,500.00	\$14,500.00
PG&E	\$2,500.00	\$3,000.00
Irrigation Supplies	\$3,000.00	\$1,000.00
Turf Contract	\$18,744.00	\$18,744.00
Building Repairs	\$1,000.00	\$1,000.00
Alarms/Security Patrols	\$6,000.00	\$7,500.00
Water	\$4,500.00	\$4,500.00
Maintenance	\$11,000.00	\$11,000.00
Supplies	\$1,500.00	\$1,700.00
Equipment Rentals	\$2,000.00	\$2,000.00
Janitorial Supplies	\$6,000.00	\$6,000.00
Phones/Internet	\$1,200.00	\$1,200.00
Miscellaneous Expenses	<u>\$50.00</u>	<u>\$50.00</u>
	\$72,194.00	\$72,394.00

Community Center - Assess.

Center Grounds

Irrigation Supplies	\$1,000.00	\$1,000.00
Maintenance	\$3,000.00	\$3,000.00
PG&E	\$400.00	\$400.00
Turf Contract	<u>\$13,140.00</u>	<u>\$13,140.00</u>
	\$17,540.00	\$17,540.00

Center Building

Tools	\$300.00	\$800.00
Equipment Repairs	\$300.00	\$300.00
PG&E	\$30,000.00	\$30,000.00
Building Repairs	\$3,500.00	\$3,500.00
Janitorial Supplies	\$7,700.00	\$8,700.00
Supplies	\$800.00	\$800.00
Maintenance	\$6,000.00	\$7,000.00
Equipment Rentals	\$1,500.00	\$1,000.00
Water	\$6,500.00	\$7,500.00
Pest Control	\$3,200.00	\$3,200.00
Weight Room Equipment	\$2,000.00	\$2,000.00
Dumpsters	\$10,000.00	\$10,000.00
Equipment/Furnishings	\$1,500.00	\$1,500.00
Miscellaneous Expenses	<u>\$100.00</u>	<u>\$100.00</u>

\$73,400.00 \$76,400.00

Shared Park Expenses - Assess.

Tools	\$2,000.00	\$2,000.00
Equipment Repairs/Maint.	\$2,000.00	\$2,000.00
Dumpsters	\$25,000.00	\$25,000.00
Supplies	\$4,500.00	\$4,500.00
Vehicle Repairs	\$6,000.00	\$7,000.00
Vehicles (fuel)	\$9,000.00	\$9,000.00
Equipment Rentals	\$200.00	\$200.00
Consultant Fees	\$6,000.00	\$6,000.00
Equipment	\$1,500.00	\$1,500.00
Miscellaneous Exp.	<u>\$50.00</u>	<u>\$50.00</u>
	\$56,250.00	\$57,250.00

TOTAL ASSESS. EXP. \$363,884.00 \$368,084.00

Neighborhood Park Expenses - Cty Assess.

Lynbrook Park	\$37,583.00	\$37,583.00
Hickory Meadows Park	\$4,143.00	\$4,143.00
Viewpoint Park	\$2,240.00	\$2,240.00
Boeger Park	\$4,550.00	\$4,550.00
Tradewinds Park	<u>\$2,912.00</u>	<u>\$2,912.00</u>
	\$51,428.00	\$51,428.00

Neighborhood Park Expenses - Gen Fund

County Parks Wages/Taxes	\$6,300.00	\$6,300.00
Lynbrook Park	\$0.00	\$0.00
Hickory Meadows Park	\$5,000.00	\$4,000.00
Viewpoint Park	\$2,000.00	\$1,500.00
Boeger Park	\$6,000.00	\$5,000.00
Tradewinds Park	<u>\$2,500.00</u>	<u>\$1,000.00</u>
	\$21,800.00	\$17,800.00

TOTAL COUNTY PARKS EXP. \$73,228.00 \$69,228.00

Anuta Park - General Fund

Anuta Wages/Taxes	\$2,600.00	\$2,600.00
Equipment Repairs	\$50.00	\$50.00
P. G. & E.	\$2,700.00	\$2,700.00
Irrigation Supplies	\$100.00	\$100.00
Turf Contract	\$5,616.00	\$5,616.00
Supplies	\$50.00	\$50.00
Maintenance	\$1,500.00	\$1,500.00
Equipment Rentals	\$0.00	\$0.00
Miscellaneous Expenses	<u>\$25.00</u>	<u>\$25.00</u>
	\$12,641.00	\$12,641.00

Ambrose Pool Expenses - Gen. Fund

Staff	\$35,000.00	\$35,000.00
Chemicals	\$16,000.00	\$17,500.00
Supplies	\$1,500.00	\$1,600.00
Uniforms	\$0.00	\$0.00
Water	\$14,000.00	\$14,000.00
PG&E	\$25,000.00	\$27,000.00

Snack Bar	\$2,500.00	\$3,500.00
Publicity	\$2,000.00	\$2,000.00
Phones/Internet	\$2,300.00	\$2,500.00
Maintenance/Repairs	\$8,000.00	\$6,000.00
Misc. Expenses	<u>\$500.00</u>	<u>\$500.00</u>
	\$106,800.00	\$109,600.00

TOTAL MAINTENANCE **\$556,553.00** **\$559,553.00**

GRANTS/REIMB. PROGRAMS

Teen Center General Funds

Wages & Benefits

Teen Center Supervisor	\$68,000.00	\$70,000.00
Teen Center Payroll Taxes	\$5,200.00	\$5,500.00
Medical Benefits	<u>\$9,500.00</u>	<u>\$9,500.00</u>
	\$82,700.00	\$85,000.00

Operating Expenses

Classes	\$0.00	\$0.00
Special Events/Field Trips	\$0.00	\$0.00
Food/Snacks	\$500.00	\$500.00
Mileage	\$300.00	\$300.00
Program Supplies	\$0.00	\$0.00
Transportation/Excursions	\$0.00	\$0.00
YDLC Supplies	<u>\$0.00</u>	<u>\$0.00</u>
	\$800.00	\$800.00

Total Teen Center General Funds Exp. **\$83,500.00** **\$85,800.00**

Koshland Grant - Youth Services

Expenses

Leadership Mentoring/Tutoring	\$0.00	\$0.00
Community Service Program	\$0.00	\$0.00
Transportation/Excursions	\$0.00	\$0.00
Healthy Snacks Program	\$200.00	\$200.00
Recreation Activities	\$400.00	\$400.00
Multimedia Workshops	\$0.00	\$0.00
Cooking Program	\$200.00	\$200.00
Photography Workshops	\$0.00	\$0.00
Program Supplies	\$1,200.00	\$1,000.00
YDLC	\$1,400.00	\$2,000.00
Special Events	<u>\$0.00</u>	<u>\$200.00</u>
	\$3,400.00	\$4,000.00

***using remaining grant funds to help with Teen Center expenses**

San Francisco Foundation Grant- Bay Point Youth Academy

Wages & Benefits

Project Coordinator	\$40,000.00	\$40,000.00
Program Supervisor Stipend	\$10,000.00	\$10,000.00
Payroll Taxes	\$3,000.00	\$3,000.00
Medical Benefits	<u>\$0.00</u>	<u>\$0.00</u>
	\$53,000.00	\$53,000.00

***using remaining grant funds to help with academy expenses**

Program Expenses

Food/Snacks	\$5,000.00	\$3,000.00
Classes	\$2,000.00	\$2,000.00
Transporation	\$6,000.00	\$3,000.00
Exposure/CommService	\$1,000.00	\$1,000.00
Mileage	\$1,000.00	\$1,000.00
Program Supplies	\$4,000.00	\$4,000.00
Computer Supplies	\$500.00	\$500.00
Special Events/Field Trips	\$6,000.00	\$6,000.00
Youth Employment Stipends	<u>\$1,500.00</u>	<u>\$1,500.00</u>
	\$27,000.00	\$22,000.00

Total SF Foundation Grant Expenses \$80,000.00 \$75,000.00

Recreation Grants

LMCHD Grant	\$823.00	\$0.00
Keller-Aquatics	\$10,000.00	\$0.00
Keller-Holiday Celebrations	\$2,500.00	\$0.00
Keller-Senior Activities	<u>\$2,500.00</u>	<u>\$0.00</u>
	\$15,823.00	\$0.00

TOTAL GRANTS, ETC. \$182,723.00 \$164,800.00

CAPITAL PROJECTS/EXPENSES

General Fund Capital	\$314,075.00	\$326,569.00
Center Security Cameras	\$30,000.00	\$0.00
Aud Curtains/Window Coverings	\$23,000.00	\$30,000.00
Alves Lane Baseball Field Rehab	\$14,000.00	\$0.00
Property Loss/Repair Claims	\$60,000.00	\$0.00
CDBG (Carpet Replacement)		
Grant Funds	\$15,660.00	\$0.00
General Funds	\$62,640.00	\$0.00
Anuta Project		
Prop 68 Grant	\$269,944.00	\$0.00
General Funds	<u>\$75,387.00</u>	<u>\$0.00</u>

***requesting to add \$7k
due to cost increase**

TOTAL CAPITAL OUTLAY \$864,706.00 \$356,569.00

TOTAL EXPENDITURES \$2,320,582.00 \$1,807,672.00