

**Ambrose Recreation & Park District
EXPENSES
2020-2021
Preliminary Budget**

	2019-2020 <u>Budget</u>	2020-2021 <u>Budget</u>	
<u>GENERAL FUND</u>			
Wages & Benefits			
General Manager	\$90,000.00	\$90,000.00	
Senior Accountant	\$84,000.00	\$69,000.00	*last yr included
Receptionist	\$41,580.00	\$41,580.00	previous S.A. payout
Recreation Coordinator	\$20,000.00	\$20,000.00	
Part-Time Senior Accountant	\$1,000.00	\$500.00	
Part-Time Custodians	\$35,000.00	\$35,000.00	
Board of Directors	\$6,500.00	\$6,500.00	
Weekend Custodians	\$7,000.00	\$7,000.00	
Overtime Wages	\$400.00	\$300.00	
Medical Insurance	\$32,000.00	\$32,000.00	
G.M.'s Medical	\$10,000.00	\$10,000.00	
Workers' Comp	\$21,300.00	\$21,300.00	
Retirement	\$3,950.00	\$3,950.00	
G.M.'s Vehicle Allowance	\$2,400.00	\$2,400.00	
Phone Allowance	\$600.00	\$600.00	
FICA/SUI/Payroll taxes	<u>\$30,000.00</u>	<u>\$30,000.00</u>	
	\$385,730.00	\$370,130.00	
Administrative Expenses			
Liability Insurance	\$48,450.00	\$48,450.00	
Payroll Fees	\$4,600.00	\$4,600.00	
Professional Services	\$12,000.00	\$13,000.00	
Attorney Fees	\$20,000.00	\$20,000.00	
Phones/Internet	\$8,000.00	\$8,000.00	
Office Supplies	\$5,500.00	\$5,000.00	
Debt Service (copier leases)	\$5,050.00	\$3,000.00	*new copier lease agreement
Subscriptions/Dues	\$7,000.00	\$7,500.00	
Conferences (Board & GM)	\$5,000.00	\$5,000.00	
Vehicle fuel	\$500.00	\$500.00	
Publicity	\$2,000.00	\$2,000.00	
Alarms/Repairs	\$600.00	\$850.00	*new alarm system
Fingerprinting	\$300.00	\$300.00	
Government fees/charges	\$4,500.00	\$4,500.00	
Election	\$0.00	\$9,000.00	*election yr
Uniforms	\$500.00	\$500.00	
Credit/Debit Card Fees	\$5,000.00	\$4,500.00	
Security Guards/Rentals	\$7,000.00	\$7,000.00	
Website Fees	\$2,500.00	\$2,500.00	
Miscellaneous Expenses	<u>\$500.00</u>	<u>\$500.00</u>	

	\$139,000.00	\$146,700.00
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Recreation Expenses

Supplies	\$250.00	\$250.00
Community Garden	\$1,000.00	\$2,000.00
Class Instructors	\$24,000.00	\$24,000.00
Special Events	<u>\$0.00</u>	<u>\$0.00</u>
	\$25,250.00	\$26,250.00

TOTAL GENERAL FUND

	\$549,980.00	\$543,080.00
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MAINTENANCE

Assessment Wages & Benefits

Maintenance Workers	\$80,000.00	\$80,000.00
Part-Time Maintenance Worker	\$25,000.00	\$25,000.00
Overtime Wages	\$2,000.00	\$2,000.00
Assessment Payroll Taxes	<u>\$9,000.00</u>	<u>\$9,000.00</u>
	\$116,000.00	\$116,000.00

Ambrose Park Expenses - Assess.

Tools	\$200.00	\$200.00
Equipment Repairs/Maint.	\$1,000.00	\$1,000.00
PG&E	\$3,000.00	\$2,500.00
Irrigation Supplies	\$3,000.00	\$3,000.00
Turf Contract	\$17,844.00	\$17,844.00
Building Repairs	\$500.00	\$500.00
Alarms/Security Patrols	\$8,500.00	\$7,500.00
Water	\$5,000.00	\$4,500.00
Maintenance	\$7,000.00	\$7,000.00
Supplies	\$1,500.00	\$1,500.00
Equipment Rentals	\$700.00	\$700.00
Janitorial Supplies	\$5,500.00	\$5,500.00
Phones	\$2,500.00	\$2,500.00
Miscellaneous Expenses	<u>\$50.00</u>	<u>\$50.00</u>
	\$56,294.00	\$54,294.00

Community Center - Assess.

Center Grounds

Irrigation Supplies	\$1,000.00	\$1,000.00
Maintenance	\$1,500.00	\$1,500.00
PG&E	\$1,500.00	\$1,200.00
Turf Contract	<u>\$12,504.00</u>	<u>\$12,504.00</u>
	\$16,504.00	\$16,204.00

Center Building

Tools	\$250.00	\$250.00
Equipment Repairs	\$250.00	\$250.00
PG&E	\$30,000.00	\$30,000.00
Building Repairs	\$500.00	\$600.00
Janitorial Supplies	\$7,500.00	\$7,500.00

P. G. & E.	\$3,000.00	\$2,000.00
Irrigation Supplies	\$100.00	\$100.00
Turf Contract	\$5,352.00	\$5,352.00
Supplies	\$50.00	\$50.00
Maintenance	\$100.00	\$100.00
Equipment Rentals	\$0.00	\$0.00
Miscellaneous Expenses	<u>\$25.00</u>	<u>\$25.00</u>
	\$11,277.00	\$10,277.00

Ambrose Pool Expenses - Gen. Fund

Staff	\$55,000.00	\$55,000.00
Chemicals	\$11,000.00	\$11,000.00
Supplies	\$1,500.00	\$1,500.00
Uniforms	\$0.00	\$0.00
Water	\$10,000.00	\$10,000.00
PG&E	\$20,000.00	\$20,000.00
Snack Bar	\$2,500.00	\$2,500.00
Publicity	\$2,000.00	\$2,000.00
Phones/Internet	\$2,000.00	\$2,000.00
Maintenance/Repairs	\$0.00	\$2,000.00
Misc. Expenses	<u>\$2,000.00</u>	<u>\$500.00</u>
	\$106,000.00	\$106,500.00

*created acct for
pool maint./repairs

TOTAL MAINTENANCE \$491,903.00 \$495,953.00

GRANTS/REIMB. PROGRAMS

Teen Center General Funds

Wages & Benefits

Teen Center Supervisor	\$52,500.00	\$26,500.00
Teen Center Payroll Taxes	\$4,200.00	\$2,500.00
Medical Benefits	<u>\$6,000.00</u>	<u>\$3,000.00</u>
	\$62,700.00	\$32,000.00

Operating Expenses

Classes	\$400.00	\$3,000.00
Special Events/Field Trips	\$500.00	\$3,500.00
Mileage	\$500.00	\$1,000.00
Program Supplies	\$500.00	\$4,000.00
Transportation/Excursions	\$0.00	\$4,000.00
YDLC Supplies	<u>\$1,000.00</u>	<u>\$1,000.00</u>
	\$2,900.00	\$16,500.00

Total Teen Center General Funds Exp. \$65,600.00 \$48,500.00 *to cover 1st half
of Teen Center expenses

San Francisco Foundation Grant - Teen Center Expenses

Program Supplies	\$5,000.00	\$0.00
Cooking Program	\$5,000.00	\$0.00
Classes	\$2,900.00	\$0.00

Mileage	\$600.00	\$0.00
Food/Snacks	\$3,000.00	\$0.00
Special Events	\$2,500.00	\$0.00
Transportation/Excursions	<u>\$6,000.00</u>	<u>\$0.00</u>
Total SFF Grant Expenses	\$25,000.00	\$0.00

Koshland Grant - Youth Services

Stipends

Program Supervisor	\$6,000.00	\$0.00
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Expenses

Leadership Mentoring/Tutoring	\$1,750.00	\$0.00
Community Service Program	\$500.00	\$0.00
Transportation/Excursions	\$7,000.00	\$0.00
Healthy Snacks Program	\$1,250.00	\$0.00
Recreation Activities	\$2,500.00	\$0.00
Multimedia Workshops	\$1,000.00	\$0.00
Cooking Program	\$2,500.00	\$0.00
Photography Workshops	\$1,000.00	\$0.00
Program Supplies	\$5,000.00	\$0.00
Special Events	<u>\$1,500.00</u>	<u>\$0.00</u>
Total Youth Services Grant Expenses	\$30,000.00	\$0.00

San Francisco Foundation Grant- Bay Point Youth Academy

Wages & Benefits

Project Coordinator	\$42,830.00	\$0.00
Program Supervisor Stipend	\$0.00	\$0.00
Payroll Taxes	\$2,800.00	\$0.00
Medical Benefits	\$7,200.00	\$0.00
Workers' Comp	<u>\$1,118.00</u>	<u>\$0.00</u>
	\$53,948.00	\$0.00

Program Expenses

Transportation	\$5,500.00	\$0.00
Exposure/CommService	\$4,000.00	\$0.00
Mileage	\$500.00	\$0.00
Computer Supplies	\$700.00	\$0.00
Classes	\$300.00	\$0.00
Youth Employment Stipends	\$600.00	\$0.00
Program Supplies	\$5,452.00	\$0.00
Food/Snack	<u>\$4,000.00</u>	<u>\$0.00</u>
	\$21,052.00	\$0.00

Total SF Foundation Grant Expenses	\$75,000.00	\$0.00
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Koshland Fellows Discretionary Funds	<u>\$850.00</u>	<u>\$0.00</u>
	\$850.00	\$0.00

Recreation Grants

LMCHD Grant	\$10,000.00	\$0.00
Kaiser Grant	\$10,000.00	\$0.00
Keller-Teens	\$4,999.00	\$0.00
Keller-Senior Activities	<u>\$4,999.00</u>	<u>\$0.00</u>
	\$29,998.00	\$0.00

TOTAL GRANTS, ETC.	\$226,448.00	\$48,500.00
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CAPITAL PROJECTS/EXPENSES

General Fund Capital	\$107,400.00	\$156,995.00
Tree Removals/Maintenance	\$36,333.00	\$0.00
Storefront Doors	\$20,000.00	\$0.00
Auditorium Doors	\$30,000.00	\$0.00
Auditorium Curtains/Window Covering	\$0.00	\$8,000.00
Assessment Fund Capital Projects	<u>\$0.00</u>	<u>\$0.00</u>
	\$193,733.00	\$164,995.00

Capital Unassigned Funds (from Reserve)		
Ambrose Park Restroom Project	<u>\$510,000.00</u>	<u>\$0.00</u>
	\$510,000.00	\$0.00

TOTAL CAPITAL OUTLAY	\$703,733.00	\$164,995.00
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TOTAL EXPENDITURES	\$1,972,064.00	\$1,252,528.00
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