



Livermore Area
Recreation and Park District
An independent special district

4444 East Avenue, Livermore, CA 94550-5053
(925) 373-5700 www.larpd.org

General Manager
Mathew L. Fuzie

2021 – 2022

Final

Operating Budget

2020 – 2023

Capital Improvement

Program Budget

Approved June 9, 2021

Board of Directors
James E. Boswell

Maryalice Faltings

David Furst

Jan Palajac

Philip Pierpont

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The Fiscal Year (FY) 2021-22 Operating Budget and Capital Improvement Program (CIP) Budget for the Livermore Area Recreation and Park District reflects a measured attempt to address the interests of the community within the context of the on-going COVID-19 pandemic. The District will continue its innovative approach to developing and delivering youth, adult, and senior programs within the evolving requirements established by the Alameda County Health Department and child care licensing, with the health and interests of the community in mind. This Budget reflects our view of the pandemic's influences on our community, with the understanding that the District may need to flex its plans as conditions change, which we are prepared to do.

The Final Operating Budget for the Livermore Area Recreation and Park District for FY 2021-22 is balanced and amounts to \$20,442,006. The Operating Budget accommodates \$367,325 of general fund allocations for CIP projects, leaving \$1,064,854 to contribute to unrestricted reserves.

Cash reserves fluctuate throughout the fiscal year due to timing of property tax inflows and the seasonality of the District's program revenues and expenses, but, on average, they amount to approximately 35% of the annual operating budget. The District will enter FY 2021-22 with approximately \$9.0 million in its general fund cash balance.

Of Note: this Budget was approved by the Board of Directors on June 9, 2021, prior to the issuance of Pension Obligation Bonds (POBs), which was completed on June 22, 2021 and the impact of which is not reflected in this Budget. ACERA pension plan contributions by the District are thus incorporated at their "normal" levels (eg, unaffected by any POB-driven reductions to them). For the FY 2021-22 year, the net effect of a full year of POB-related debt service will effectively offset the ten (10) months of ACERA expense reductions made possible by the reduction of 95% of the Unfunded Accrued Actuarial Liability (UAAL) resulting from the POB funds. In future fiscal years, when a full year of ACERA expense reductions will be realized, there will be material expense savings.

Assumptions and plans influencing this year's Budget include:

- Overall Revenue growth of 18% versus FY 2020-21, with Earned Revenues from programs expected to grow 66% with less restrictive COVID-driven constraints, while Tax revenues will grow 2%.
- The re-establishment of cost of living (COLA) adjustments for staff at 2%, effective July, 2021, and the resumption of step increases for eligible staff in January, 2022;
- Carefully considered staffing additions in relation to increased programming opportunities, such as funding an enhanced Open Space interpretive program and finding innovative, and safe ways to revive recreation programs that had been prevented from operating due to COVID restrictions;
- Relatively modest (versus pre-COVID years) but impactful CIP spending, which includes the completion of the replacement of two modular buildings that will house our Extended Student Services (ESS) program at the Mitchell School, going live with our Solar facility at the Robert Livermore Community Center (RLCC), resuming the Patterson Ranch addressing deferred maintenance at the Rodeo Stadium, developing a bicycle "pump track", completing the resurfacing of the two pools at the May Nissen location, enhancing various facilities at May Nissen, and deploying a variety of smaller enhancements at parks throughout the District.

In summary, the District will continually focus on intelligently addressing the needs and requests of the community we serve. That being said, our on-going planning and analyses of our operations will accommodate the need to quickly refine them while minimizing the impact to our benefited staff and our service levels to the community.

Mathew Fuzie, General Manager

Board of Directors
James E. Boswell

Maryalice Faltings

David Furst

Jan Palajac

Philip Pierpont

FY 21-22 Operating Budget: Overview

- 1 The FY21-22 Budget reflects total revenues of \$20.4 million and a Net Operating Contribution (revenue less expenses) of \$1.4 million.
- 2 Dramatic improvements in ESS, fueled by enhanced enrollment expected from less restrictive COVID requirements, are largely driving the year-over year gains in Net Operating Contribution along with a continued focus on cost recovery and revenue optimization in Recreation. Reduced Administrative Services costs associated with the annualization of the prior year's restructuring of the organization and increased Property Tax revenue are also key contributors to the budgeted improvement in the year-over-year Net Operating result.
- 3 Revenues from Operations of \$6.9 million, including Recreation, ESS, and Open Space plans, reflect increased opportunities afforded by the easing, relative to conditions seen in FY20-21, of COVID-19 restrictions.
- 4 Property tax revenues will grow by 3% above prior year levels (reaching \$11.5 million), but are now down from previous assumptions due to changes implemented by the State that have reduced the inflation factor cap that is applied to property values by one (1) percentage point.
- 5 Parcel Taxes will reach \$1.6 million in FY21-22. The assessment per Equivalent Dwelling Unit (EDU) will increase by the maximum allowed by the underlying legislation (2%).
- 6 The Operating Budget reflects the ability of the District to fund \$368k worth of CIP initiatives via the General Fund without requiring the use of reserves.
- 7 The Net Operating Contribution, after considering the use of the General Fund to finance certain CIP initiatives, stands at \$1,064k, which the District will contribute to unrestricted reserves.
- 8 NOTE: the impact of the issuance of Pension Obligation Bonds (POBs), which was completed in late June, 2021, is not reflected in this Budget as the Budget was approved on June 9, 2021. ACERA pension plan contributions by the District are incorporated at their "normal" levels (eg, unaffected by any POB-driven reductions to them); for the FY21-22 year, the net effect of a full year of POB-related debt service will effectively offset the ten (10) months of ACERA expense reductions made possible by the reduction of 95% of the Unfunded Accrued Actuarial Liability (UAAL) resulting from the POB funds. In future years, when a full year of ACERA expense reductions will be realized, there will be material expense savings.

FY 21-22 Operating Budget: Key Assumptions

District-wide

- 1 A new salary schedule will consider the following changes, effective in July, 2021:
 - A A 2% COLA - \$ Impact: \$225k for FY2021-22 (incl sal, taxes, WC, retirement).
 - B Adjustments to 6 job classifications are required to comply with the January, 2022 change to the state's minimum wage of \$15; no compression issues exist re: related job classifications.
- 2 Step Increases are assumed in January, 2022. Prior to the onset of COVID, step increases would occur on each eligible employee's anniversary date, but beginning this year, the District will provide them simultaneously. \$ Impact of reinstating steps: ~\$140k for FY21-22 (half year).
- 3 Health premiums are assumed to increase by 4% for Kaiser (majority of benefited staff) and 5% for United Health Care as of February, 2022, and the District will assume 50% of this increase; \$ Impact for FY21-22 of 50% share for the District is \$11k for the period from Feb22-Jun22 (\$21k annualized).
- 4 The District's 457 match (4%) for non-pensioned, benefited staff will be re-implemented in July, 2021. \$ Impact: \$127k per year if 100% participation is realized.
- 5 Workers' Compensation expense is assumed to grow 5% for FY21-22. \$ Impact: \$16k
- 6 ACERA contribution rates are budgeted to grow by 10%; \$ impact: \$150k
No impact of a Pension Obligation bond is assumed for ACERA contribution rates, as the issuance of POBs was completed in late June, after this Operating Budget was approved. No material net impact on the overall District expenses will occur in FY21-22 as only 10 months of the POB-driven reduction in contribution rates will be realized (onset is in September), while an entire 12 months of the District's debt service on the bonds will be reported.

FY 21-22 Operating Budget: Key Assumptions

Administration

- 1 Property Tax revenues will grow by 3% above prior year levels, down from previous assumptions due to changes implemented by the State that have reduced the inflation factor cap that is applied to property values by 1 percentage point.
- 2 Parcel Taxes per Equivalent Dwelling Unit (EDU) will increase by the maximum allowed by the underlying legislation (2%).
- 3 There is no election in FY21-22, whereas \$208k was spent in FY20-21.
- 4 Unemployment expense will drop considerably (from \$46k/mo in 2020 to \$30k/mo in Jan21 to \$6k/mo as of Apr21).
- 5 General Liability Insurance costs will grow by 10% (\$55k) for FY21-22.
- 6 IT spend assumes the completion of technology upgrades to replace unsupported Win7 computers (roughly 50 units); the deployment of a contract management tool, and a cloud-based phone system.
- 7 Wellness programs will continue (modest spend but of significant importance).
- 8 The District's Program Guide will again be mailed in physical form for the Summer 2022 guide (produced in Q4 FY21-22).
- 9 Staffing plans for the Administration team includes the addition of two full time benefited roles: one Procurement/Contract Administration Specialist and one Administrative Assistant.
- 10 Organizational changes reflected in the Administration department include the movement of the Customer Service and Café units from Recreation to Administration, as well as the move of admin/refund fees from Recreation to Administration.
- 11 Assumptions driving the budget for the Customer Service (CS) team include: opening of the Robert Livermore Community Center (RLCC) facility as of June 2021, with hours of operation from Monday to Friday, 9am-5pm; nights and weekends will be staffed by Recreation's facility staff.

FY 21-22 Operating Budget: Key Assumptions

Community Services

- 1 Extended Student Services (ESS) continues to follow state licensing mandates on bringing back participants to the program. The budget is based on current mandates, with quarterly increases in both participants and staff. The District will no longer receive its Kidango Grant (as of July 1, 2021). Hively (formerly Child Care Links) has picked up 85% of our family contracts in order to provide subsidized childcare, which is reflected in the budget.
- 2 Preschool enrollment has been limited to 4 sites/5 classes for FY21-22. We will increase that number in January if conditions allow. There is no plan to rehire a Full Time Coordinator.
- 3 Middle School enrollment will not reach “normal”, pre-COVID-19 levels, and revenue and expenses have been adjusted accordingly. The ASES (After School Education and Safety) Grant has not been budgeted in FY21-22 (approximately \$159k/yr).
- 4 Open Space school programs will begin once school is back full time. We will continue the new programs that we began in FY20-21. Parking was budgeted to be at Pre-Covid levels.
- 5 Senior Trips will resume slowly in the Fall, increasing in 2022.

FY 21-22 Operating Budget: Key Assumptions

Recreation

1 Aquatics

- A Swim Lessons will be held at the Robert Livermore Aquatics Center (RLAC) until mid-July or until May Nissen reopens; evening swim lessons will be modified due to facility space.
- B May Nissen will be closed until mid-July for pool replastering.
- C RLAC will house two competitive swim teams sharing pool space under long term contracts. Practice times vary based on agreement specifics.
- D Morning Lap Swim continues.
- E RLAC will hold a modified recreation swim from June through August in the play pool only.

2 Facility Operations and Rentals

- A Indoor and outdoor facility rentals will expand in response to revised Health Order guidance, effective mid-June, 2021.
- B Personnel expense will reflect a full year of the reclassification of Recreation Coordinators as FT-Regular, effective April, 2021.
- C Casual staff will be added to support expanded facility rental operations.

3 Sports Facility Rentals

- A Sports Field Rentals will continue at full capacity to meet our community's needs.
- B Fields will be closed from November, 2021 through Mid-February, 2022 due to inclement weather, to allow the fields to rest, and for yearly maintenance activities.
- C Personnel expense will reflect a full year of two FT-Regular Recreation Coordinators, hired in May, 2021, who will focus on Sport Facility Rentals.

4 Recreation Classes and Events

- A Movies in the Park are planned for July and August, 2021.
- B Trunk & Boo is planned for October, 2021.

5 Sports & Fitness Programs and Classes

- A Adult sports leagues are assumed to return in the Fall, 2021.
- B Summer, 2022 plans include a "Fun in the Sun Summer Camp" and "Summer Sports Camp", which will be all-day programs; other programs and camps will continue within Health Order guidelines.
- C Personnel expense will reflect a full year of a FT-Regular Recreation Coordinator - Youth and Adult Sports and Fitness programs, who started in May, 2021.

FY 21-22 Operating Budget: Key Assumptions

Parks and Facilities Maintenance

- 1 Utility and water expenses will grow vs FY20-21. Building hours will expand as COVID-driven restrictions subside, and water usage, which had been reduced during FY20-21 to levels that would not jeopardize the health of our turf but which would ensure cost savings, will revert to pre-COVID levels. Though electricity consumption will increase as we move out of COVID and operations return to a more normal level, the commissioning of the new solar array at the RLCC in summer, 2021 should provide for a reduction in electricity costs. Estimated electricity costs for the RLCC are expected to be approximately 30% lower than in recent years. This translates to an approximate 15% reduction in electricity costs for the District overall. Other things being equal, weather will play a significant role in determining water usage and costs.

- 2 Personnel expense reflects the restructuring of the Parks team to establish two non-pensioned leadership roles that we plan to fill with internal staff who will not be back-filled. The two leaders who retired in FY20-21 were ACERA participants. In addition, two new entry level positions were slated to start in Parks in July, 2021, but due to the need for greater staffing and a better than expected economic recovery, these positions were filled in May, 2021.

- 3 FY21-22 will reflect a full year of services from park maintenance contractor TerraCare.

- 4 Maintenance of Structures and Grounds expenses were significantly reduced in FY20-21 in both Parks and Facilities in consideration of the uncertainty driven by COVID. For FY21-22, these expenses will return to a more Pre-COVID level. Spending in these areas includes everything from preventive maintenance and small repairs to small/medium construction projects that keep our facilities and parks operating safely for our staff and the community.

Livermore Area Recreation and Park District

Budget Policy: Operating and Capital Improvement Program (CIP)

The District operates on a fiscal year basis beginning on July 1st and ending on June 30th. In accordance with the Public Resources Code, Section 5788 – 5788.9, the District is required to adopt a Preliminary Budget by July 1st and a Final Budget not later than August 30th, but on July 12, 2019, the District updated its Budget Policy (FIN-07-2078) as follows: "the District chooses to complete its Final Budget prior to the onset of the Fiscal Year (by June 30th). Exceptions to the June 30th completion date will require approval by the General Manager and Board of Directors."

Preliminary Budget

- 1) An annual Operating Budget and multi-year CIP Budget proposal shall be prepared by the General Manager.
- 2) Salary and Benefits recommendations for the upcoming fiscal year shall be presented to the Personnel Commission, Personnel Committee, and the Finance Committee for their critical review prior to the District's presentation of its Preliminary Budget to the Board of Directors.
- 3) Prior to review by the Board of Directors, the Board's Finance Committee shall meet to review the General Manager's Operating and CIP budget proposals.
- 4) The Preliminary Operating and CIP budgets, as reviewed and amended by Board Committees, shall be reviewed by the Board no later than its first meeting in June.
- 5) On or before July 1 of each year, the Board of Directors shall adopt, by Board resolution, a Final annual Operating Budget and multi-year CIP Budget.
- 6) The Board may direct the General Manager to continue budgeting efforts beyond July 1st if events warrant such a delay, but this will be an exception to the normal, prescribed budget process completion date of June 30th.

Final Budget

- 1) Prior to review by the Board of Directors, the Board's Finance Committee shall meet to review any revisions to the Preliminary Budget that are proposed by the General Manager.
- 2) The proposed Final Budget, as reviewed and amended by the Finance Committee, shall be presented to the Board of Directors for review and adoption no later than June 30th.

Budget Adjustments and Amendments

- 1) The District formally revisits its annual Operating and multi-year CIP budgets as necessitated by changes in priorities and/or underlying business conditions during its annual, mid-year Budget Update process, which must be completed by March 31st.
 - a. No action is required by the Board if the District's Mid-Year Budget Update calls for no increase to the annual appropriation and/or the multi-year CIP budget, except for line-item-specific changes that exceed \$250,000 in total initial year commitments (combined capital and annual operating expenses).

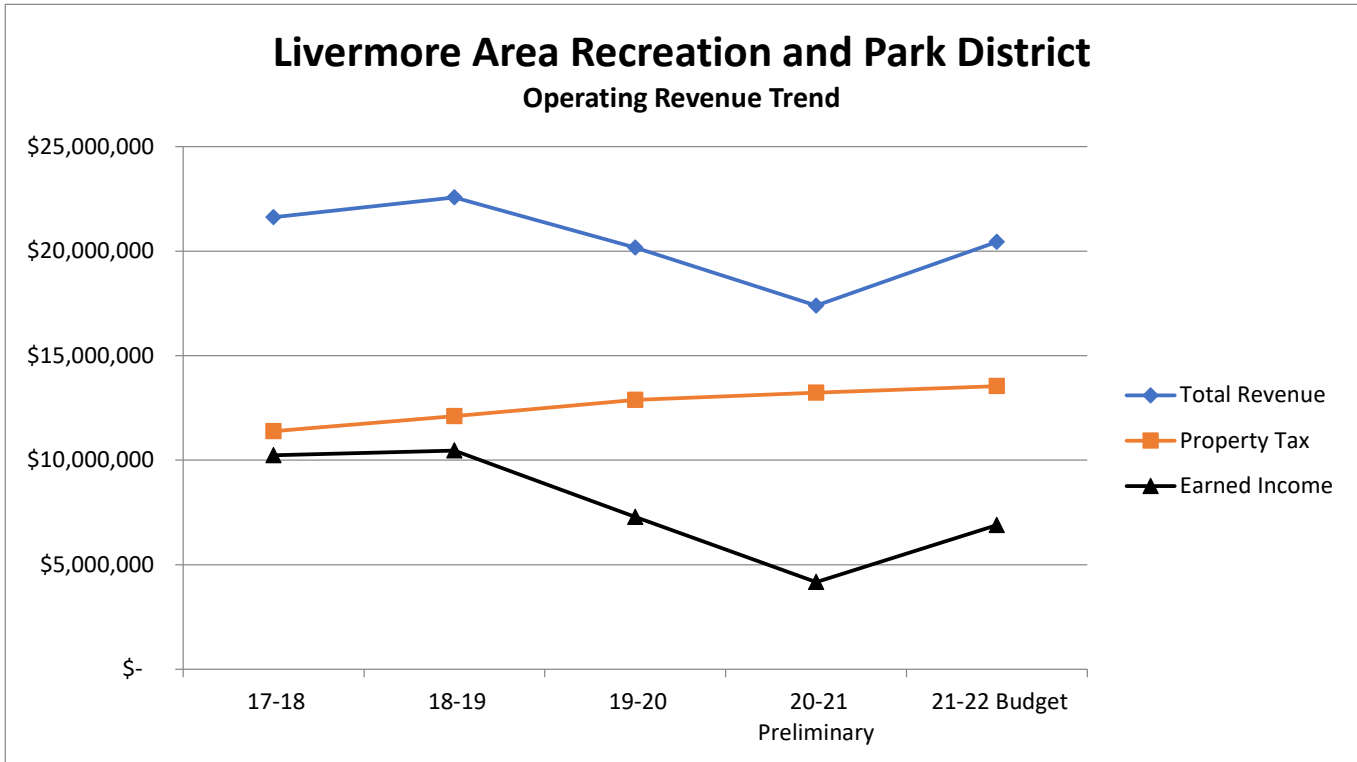
- 2) At any point in the Fiscal Year, the General Manager may make adjustments within the Final Operating Budget that do not exceed the total appropriations approved by the Board of Directors.
 - a. Board approval must be obtained for line-item-specific adjustments that exceed \$250,000 in total initial year commitments (combined capital and annual operating expenses).

- 3) Supplemental appropriations of Operating Reserve Funds must be approved by resolution of the Board of Directors throughout the year when the District determines that the Final Budget's total appropriations level will likely be exceeded.

- 4) CIP Budgets are project specific; adjustments to individual project spending plans that exceed the total, final project budget (including contingencies) must receive Board of Directors' approval prior to the onset of such spending. Shifting of project spending from one fiscal year to another that does not reflect a change in a project's total budget must receive Board of Directors' approval as well, if the total amount of spending that would shift from one year to the next exceeds \$250,000 or 25% of the originally approved project spending total, whichever is lower.

Adopted by Board Resolution June 12, 2019

Livermore Area Recreation and Park District
Operating Revenue Trend
 FY 17-18 thru FY 21-22

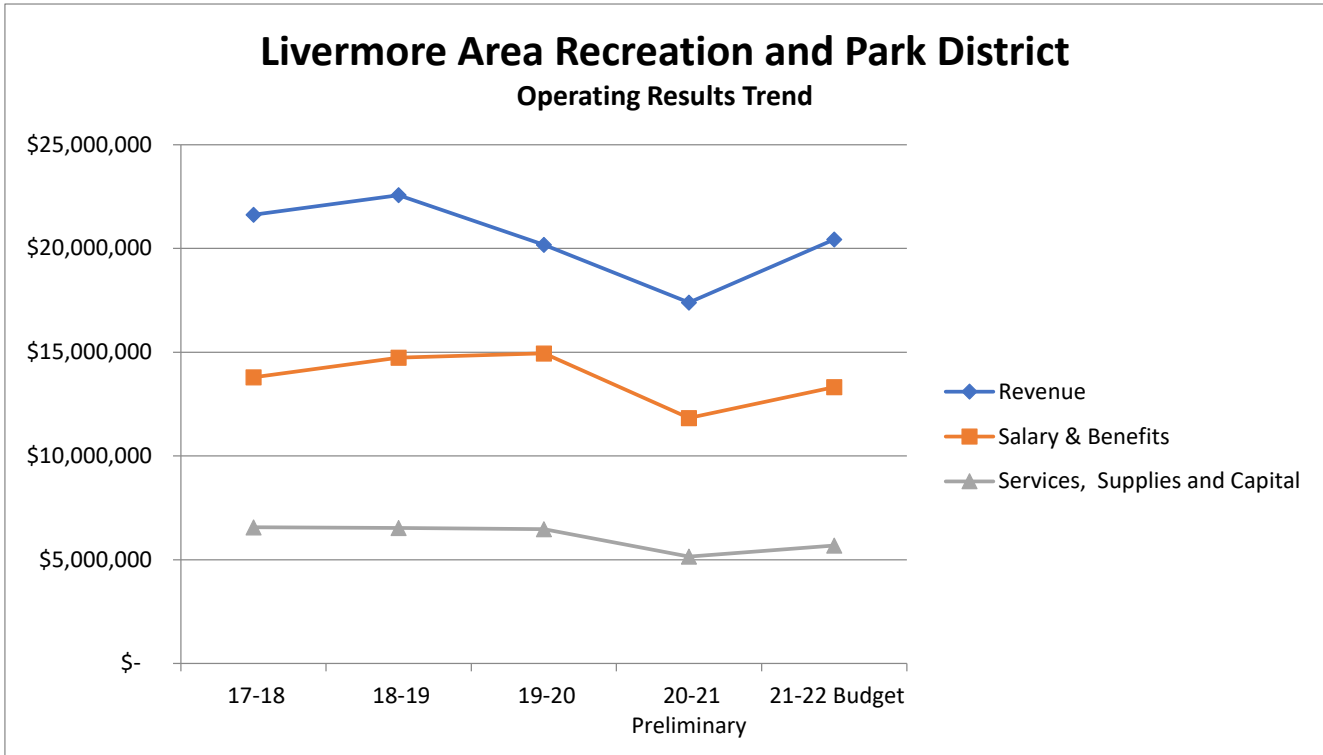


Fiscal Year	Total Revenue	Property Tax	Earned Income
17-18	\$ 21,626,591	\$ 11,387,562	\$ 10,239,029
18-19	\$ 22,569,054	\$ 12,109,084	\$ 10,459,970
19-20	\$ 20,172,592	\$ 12,887,480	\$ 7,285,112
20-21 Preliminary	\$ 17,396,574	\$ 13,227,376	\$ 4,169,198
21-22 Budget	\$ 20,442,006	\$ 13,540,892	\$ 6,901,113

Livermore Area Recreation and Park District

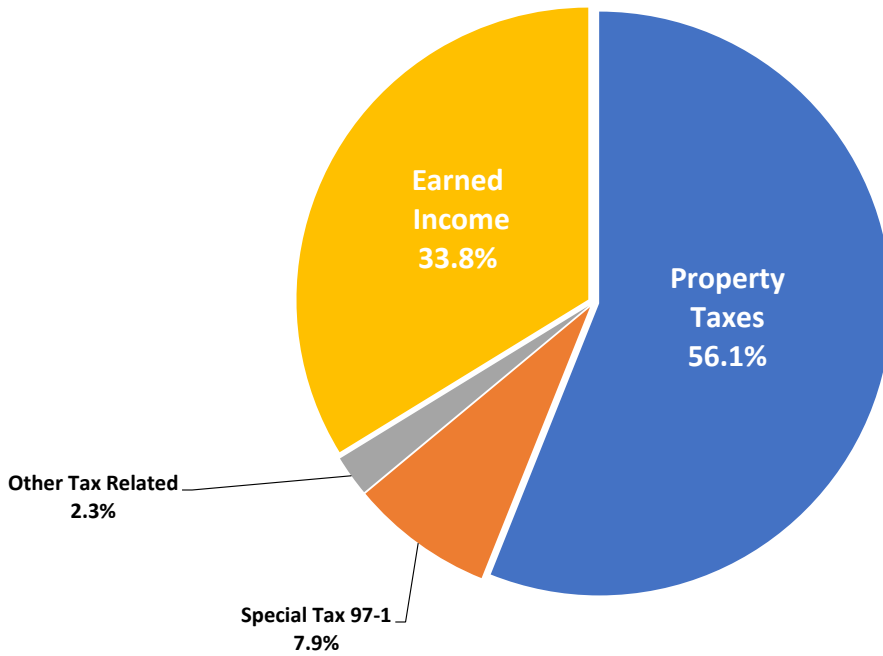
Operating Results Trend

FY 17-18 thru FY 21-22



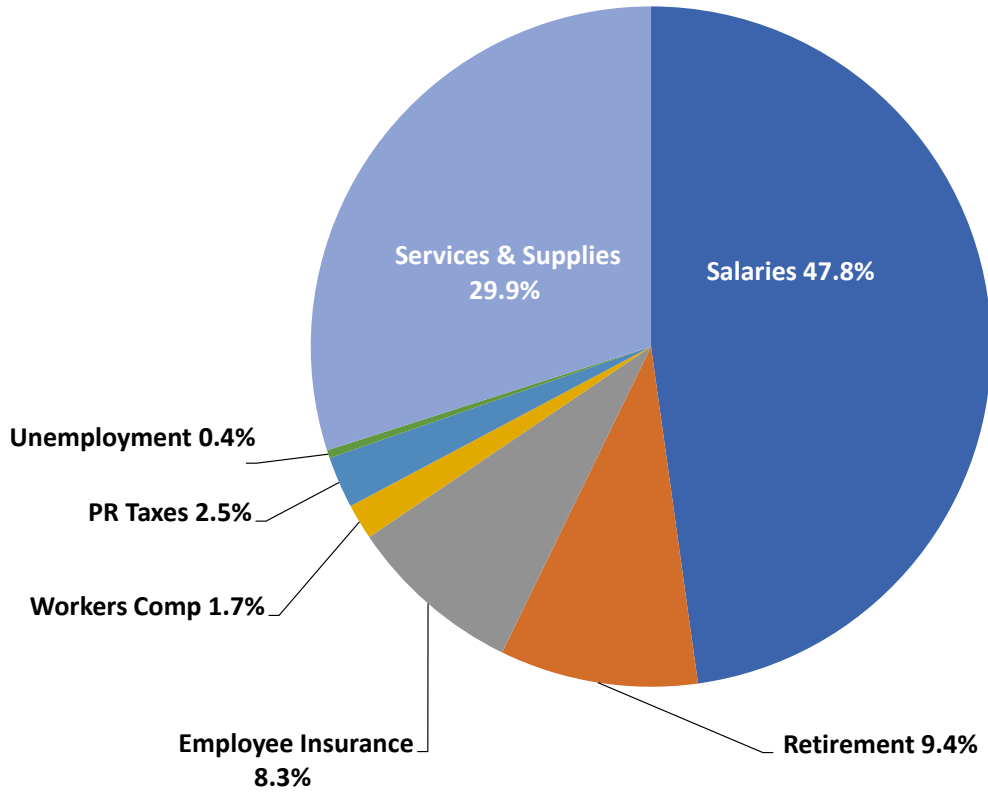
Fiscal Year	Revenue	Salary & Benefits	Services, Supplies and Capital
17-18	\$ 21,626,591	\$ 13,796,267	\$ 6,564,884
18-19	\$ 22,569,054	\$ 14,733,868	\$ 6,529,610
19-20	\$ 20,172,592	\$ 14,947,221	\$ 6,468,507
20-21 Preliminary	\$ 17,396,574	\$ 11,832,482	\$ 5,150,084
21-22 Budget	\$ 20,442,006	\$ 13,319,665	\$ 5,690,162

FY 21-22 OPERATING REVENUE SUMMARY



Property Taxes	\$11,460,000
Special Tax 97-1	\$1,616,592
Other Tax Related	\$464,300
Earned Income	\$6,901,113
Total Funds for Operation	\$20,442,006

FY21-22 OPERATING EXPENSE SUMMARY



Salaries	\$ 9,085,645
Retirement	\$ 1,790,201
Employee Insurance	\$ 1,582,995
Workers Compensation	\$ 322,257
Payroll Taxes	\$ 466,568
Unemployment	\$ 72,000
Services & Supplies	\$ 5,690,162
Total Expenses	\$ 19,009,827

**LIVERMORE AREA RECREATION AND PARK DISTRICT
FY 21-22 OPERATING REVENUE SUMMARY**

	FY18-19 Actual	FY19-20 Actual	FY20-21 Preliminary	FY21-22 Budget
TAXES				
Property Taxes	10,023,720	10,730,942	11,131,941	11,460,000
Special Tax 97-1	1,548,789	1,585,718	1,616,370	1,616,592
Other Tax Related Revenues	536,575	570,820	479,065	464,300
TOTAL TAXES	12,109,084	12,887,480	13,227,376	13,540,892
EARNED INCOME				
Recreation Classes	516,021	62,811	39,523	105,942
Adult Sports & Fitness	140,876	72,558	1,157	72,035
Camp Shelly	75,411	20,224	4,399	52,400
Park Operations	432,964	337,401	353,437	408,252
Extended Student Services (ESS)	5,141,361	4,015,340	2,373,901	3,485,600
Senior Services and Volunteers	204,192	139,400	65,502	120,525
Preschool	445,514	314,639	41,998	172,800
Open Space	541,373	414,550	527,482	464,330
Marketing & Public Information	22,421	20,926	1,552	0
Business Services	28,259	15,238	9,243	10,350
Facility Use & Rentals	889,652	425,986	44,938	319,808
Youth Sports & Fitness	191,833	126,859	162,164	276,340
Field & Gym Rentals	498,537	389,545	270,540	597,600
Believes Program	136,128	148,586	0	148,586
Middle School Program	623,033	487,603	-295	112,321
Aquatics	516,328	262,475	273,657	532,674
Concessions	56,067	30,971	0	21,550
TOTAL EARNED INCOME	10,459,970	7,285,112	4,169,198	6,901,113
Total General Fund Revenue	22,569,054	20,172,592	17,396,574	20,442,006

**LIVERMORE AREA RECREATION AND PARK DISTRICT
FY 21-22 OPERATING RESULTS/GENERAL FUND SUMMARY**

	18-19 Actual (1)	19-20 Actual	20-21 Preliminary	21-22 Budget
OPERATING REVENUE				
Earned Revenue	\$10,459,970	\$7,285,112	\$4,169,198	\$6,901,113
Property Taxes	10,023,720	10,730,942	11,131,941	11,460,000
Special Tax 97-1	1,548,789	1,585,718	1,616,370	1,616,592
Other Tax Related Revenues	536,575	570,820	479,065	464,300
TOTAL REVENUE	\$22,569,054	\$20,172,592	\$17,396,574	\$20,442,006
OPERATING EXPENSE				
SALARIES & BENEFITS				
4120 Salaries - Full-Time	\$5,746,727	\$7,074,273	\$6,077,388	\$6,519,992
4121 Salaries - Part-Time Benefited	2,346,671	1,496,691	990,909	797,629
4122 Salaries - Part-Time	2,561,659	1,749,256	629,067	1,732,024
4124 Stipends - Board Members	23,500	28,950	31,400	36,000
4126 Retirement	1,265,065	1,683,357	1,524,109	1,790,201
4128 Employee Group Insurance	1,706,047	1,898,747	1,584,005	1,582,995
4130 Workers Compensation	560,344	399,917	251,742	322,257
4200 Medicare / FICA Payroll Tax	523,855	503,781	355,011	466,568
4150 Unemployment	0	112,249	388,851	72,000
TOTAL SALARIES & BENEFITS	\$14,733,868	\$14,947,221	\$11,832,482	\$13,319,665
% of total revenue	65.28%	74.10%	68.02%	65.16%
SERVICES & SUPPLIES				
4403 Agricultural Supplies	90,659	33,479	34,732	117,000
4417 Uniforms/Safety Products	30,048	31,402	21,272	33,650
4432 Household Supplies	117,836	104,133	39,400	48,500
4440 Food	140,532	94,168	18,224	49,873
4442 Office Supplies	71,702	57,352	19,845	53,440
4444 Medical	21,627	12,253	7,723	10,350
4446 Tools & Instruments	32,867	21,227	15,319	29,100
4447 Non Capital Equipment	118,805	53,823	24,491	74,900
4450 Maintenance - Structures & Grounds	1,056,806	892,252	547,537	888,300
4451 Maintenance - Equipment	115,395	188,649	186,427	239,753
4452 Utilities - Water/Sewer	1,241,002	1,308,528	1,431,310	1,295,550
4453 Utilities - Gas/Electric/Other	451,606	370,598	314,273	325,550
4454 Communications	132,213	146,291	139,027	167,143
4459 Memberships & Subscriptions	31,464	32,375	27,189	24,764
4460 Travel	131,292	96,958	77,316	113,240
4461 Training and Conferences	46,378	13,463	3,366	18,335
4462 Publications & Legal Notices	4,485	3,179	2,106	2,400
4463 Legal	136,330	132,000	120,000	120,000
4464 Program Services/Supplies	130,309	125,076	249,100	76,820
4465 Professional Services	909,105	1,438,162	850,170	677,338
4466 Licensing	25,233	19,947	14,304	20,500
4467 Field Trips/Events	134,397	89,288	(965)	42,560
4468 Instructors & Sports Officials	372,494	230,261	99,724	114,860
4470 Insurance	303,275	403,470	546,180	616,240
4476 Rents & Leases - Equipment	105,419	105,334	108,136	110,812
4477 Rents & Leases - Structures & Grounds	141,603	205,033	181,289	200,564
4478 Rents & Leases - Vehicle	0	146,046	17,373	155,820
4699 Miscellaneous Expense	(116)	135	146	0
4704 Finance Charges/Rec Software Credit Card Fees	74,370	44,167	35,275	34,800

4705 Rec Software Transaction Fees	43,694	30,330	11,000	28,000
TOTAL SERVICES & SUPPLIES	6,210,830	6,429,379	5,141,289	5,690,162
% of total revenue	27.52%	31.87%	29.55%	27.84%
4950 Capital Equipment	318,780	39,128	8,795	0
TOTAL OPERATING EXPENSE	\$21,263,478	\$21,415,728	\$16,982,566	\$19,009,827
REVENUE LESS EXPENSES	\$1,305,576	(\$1,243,136)	\$414,008	\$1,432,179
General Fund Use - CIP Projects	\$1,091,349	273,316	\$341,325	\$367,325
Contribution to Unrestricted Reserves	\$214,227	(\$1,516,452)	\$72,683	\$1,064,854

(1) excludes impact of PG&E on-bill financing "revenue" and related outlays

UNIT 01 - Administration

The Administration Unit includes the General Manager's office, support for Board of Directors and Board Committees, District records management, and administrative services that include finance, legal, human resources, and customer service. This unit manages policy development, inter-agency relations and coordination, legal and legislative activities, community relations, risk and insurance, staff reports, strategic and long range planning, staff training and development, political process implementation including elections, and special projects.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5005	Property Taxes	9,652,017	10,390,012	10,820,216	11,124,000
5006	State Subvention	61,928	61,556	59,451	60,000
5007	In-Lieu City Housing	33,078	-	7,317	-
5009	Property Taxes - Supplemental	371,703	340,930	311,725	336,000
5011	Special Tax - 97-1	1,548,789	1,585,718	1,616,370	1,616,592
5014	Redevelopment Agreement	29,407	60,579	62,396	60,000
5015	RDA - Residual Property Tax	299,231	328,139	313,659	314,000
5067	Special Tax 97-1 Interest	25,707	25,416	4,620	7,500
5058	Mandated Program Reimbursement - Brown Act	-	19,668	-	-
5073	General Fund Interest	74,012	66,406	28,900	22,800
5076	Interest DCAP Acct.	16	19	9	-
5085	Miscellaneous Other Revenue	13,196	9,037	2,713	-
TOTAL REVENUE		12,109,084	12,887,480	13,227,376	13,540,892

SALARIES & BENEFITS

4120	Full Time Salaries	983,396	1,395,495	1,108,140	1,228,563
4121	Part Time Benefited	230,090	105,106	102,918	98,119
4122	Part Time Wages	3,078	31	1,330	4,457
4124	Board of Directors Stipends	23,500	28,950	31,400	36,000
4126	Retirement	208,122	362,664	294,669	357,558
4128	Employee Group Insurance	209,940	271,438	211,635	237,400
4130	Workers Compensation	(19,282)	2,965	4,670	5,215
4200	Medicare/FICA	42,040	51,823	49,834	55,013
4150	Unemployment	-	112,249	388,851	72,000
TOTAL SALARIES & BENEFITS		1,680,884	2,330,721	2,193,447	2,094,325

SERVICES & SUPPLIES

4417	Uniforms	868	1,376	33	500
4432	Household Supplies	131	290	-	-
4440	Food	7,751	7,910	920	3,073
4442	Office Supplies	8,985	10,193	2,853	3,600
4444	Medical Expense	15,992	7,240	2,433	4,750
4446	Tools & Instruments	29	-	-	-
4447	Non-Capital Equipment	17,573	1,540	166	750
4451	Maintenance of Equipment	11,327	75,822	67,876	85,300

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
4454	Communications	400	-	-	-
4459	Memberships	21,119	19,316	16,860	19,585
4460	Travel	25,266	10,642	4,866	17,200
4461	Training & Conferences	15,658	3,488	825	7,950
4462	Publications & Legal Notices	4,485	3,058	2,106	2,400
4463	Legal Services	136,330	132,000	120,000	120,000
4464	Program Services/Supplies	9,448	24,711	210,449	5,900
4465	Professional Services	361,300	651,506	460,028	231,150
4466	Licensing	13,428	9,036	3,393	9,250
4467	Field Trips & Events	50	-	-	-
4470	Insurance	273,252	381,158	544,765	599,240
4476	Rent & Lease - Equipment	353	195	704	-
4477	Rent & Lease - Structures	-	21	-	-
4699	Miscellaneous Expense	(116)	135	146	-
4704	Finance Charges & Interest	2,499	2,083	4,587	-
	TOTAL SERVICES & SUPPLIES	926,128	1,341,720	1,443,010	1,110,648
	REVENUE LESS EXPENSE	9,502,072	9,215,039	9,590,919	10,335,920

UNIT 02 - Recreation Classes

This Unit includes a wide range of recreation classes, programs, and special events.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5097	Contract Classes	430,305	62,641	39,523	94,442
5115	Special Events	1,819	-	-	-
5116	Fun in the Sun (Gr K-5)	81,075	-	-	-
5119	RLCC - Classes - Instructional	2,822	170	-	-
5645	RLCC - Classes - Miscellaneous	-	-	-	11,500
TOTAL REVENUE		516,021	62,811	39,523	105,942
SALARIES & BENEFITS					
4120	Full Time Salaries	26,800	-	-	-
4121	Part Time Benefited	201	-	-	-
4122	Part Time Wages	34,102	2,720	-	-
4126	Retirement	7,365	-	-	-
4128	Employee Group Insurance	5,681	-	-	-
4130	Workers Compensation	2,282	68	-	-
4200	Medicare/FICA	3,118	208	-	-
TOTAL SALARIES & BENEFITS		79,549	2,996	-	-
SERVICES & SUPPLIES					
4417	Uniforms	776	-	-	-
4440	Food	1,964	-	-	-
4442	Office Supplies	262	-	-	-
4447	Non-Capital Equipment	418	-	-	-
4460	Travel	40	-	-	-
4464	Program Services/Supplies	8,279	-	2,292	8,900
4465	Professional Services	11,478	395	-	-
4467	Field Trips & Events	503	-	-	-
4468	Instructors & Sports Officials	250,040	88,290	21,251	20,700
TOTAL SERVICES & SUPPLIES		273,760	88,685	23,543	29,600
REVENUE LESS EXPENSE		162,712	(28,870)	15,980	76,342

UNIT 03 - Adult Sports & Fitness

This unit includes leagues as well as drop-in gym programs for adult sports such as softball, basketball, soccer, pickle ball, Zumba, jazzercise, cardio boot camp, and yoga.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5111	Disc Sports	3,222	2,188	550	2,735
5112	RLCC Gym Adult Drop-in	10,435	11,068	-	12,400
5114	Adult Softball	64,020	22,275	-	37,100
5115	Contract Classes - Yoga	31,284	16,172	607	-
5116	Adult Soccer	16,056	8,028	-	10,800
5117	Misc. Sports Revenue	4,535	3,550	-	-
5120	RLCC Gym Basketball	11,324	5,006	-	9,000
5121	Martial Arts	-	4,271	-	-
TOTAL REVENUE		140,876	72,558	1,157	72,035
SALARIES & BENEFITS					
4120	Full Time Salaries	12,800	18,921	5,611	-
4121	Part Time Benefited	4,130	-	-	-
4122	Part Time Wages	21,229	20,813	3,115	-
4126	Retirement	1,465	1,135	247	-
4128	Employee Group Insurance	2,329	2,297	1,417	-
4130	Workers Compensation	1,372	940	163	-
4200	Medicare/FICA	2,659	3,040	668	-
TOTAL SALARIES & BENEFITS		45,984	47,146	11,221	-
SERVICES & SUPPLIES					
4417	Uniforms	78	-	-	-
4440	Food	98	230	-	-
4442	Office Supplies	112	-	-	-
4444	Medical Expense	52	-	-	-
4451	Maintenance of Equipment	280	-	-	-
4459	Memberships	2,989	1,399	-	1,800
4461	Training & Conferences	270	-	-	-
4464	Program Services/Supplies	6,185	6,132	-	5,000
4468	Instructors & Sports Officials	50,362	38,782	845	34,400
TOTAL SERVICES & SUPPLIES		60,426	46,543	845	41,200
REVENUE LESS EXPENSE		34,466	(21,131)	(10,909)	30,835

UNIT 05 - Building Maintenance

This unit provides all aspects of building maintenance for the District. Staff in this unit perform repairs and maintenance for RLCC, Veterans Memorial Hall, Carnegie Library Building, Bothwell Arts Center, R.E. Merritt building, Ranger offices, The Barn, Ravenswood Historic site, and all park restroom buildings. Staff also maintain all District fences, parking lots, tennis courts, basketball courts, and lighting. In addition, this Unit manages and completes small to medium-sized new construction projects throughout the District and writes or reviews plans and specifications for larger projects.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
TOTAL REVENUE		-	-	-	-
SALARIES & BENEFITS					
4120	Full Time Salaries	319,600	552,140	534,179	593,172
4121	Part Time Benefited	25,924	306	-	-
4122	Part Time Wages	-	34,861	-	85,880
4126	Retirement	69,668	172,158	191,461	210,660
4128	Employee Group Insurance	84,898	119,981	121,922	117,448
4130	Workers Compensation	34,908	52,551	37,740	52,157
4200	Medicare/FICA	7,860	13,649	10,740	24,095
TOTAL SALARIES & BENEFITS		542,858	945,646	896,042	1,083,412
SERVICES & SUPPLIES					
4403	Agricultural	342	318	336	450
4417	Uniforms	1,119	1,981	1,315	1,500
4432	Household Supplies	1,187	1,128	662	240
4440	Food	247	574	448	180
4442	Office Supplies	175	216	184	240
4444	Medical Expense	278	-	-	-
4446	Tools & Instruments	8,360	9,559	3,252	9,000
4447	Non-Capital Equipment	7,391	13,533	1,217	2,400
4450	Maintenance of Structures/Grounds	278,071	206,448	121,390	275,000
4451	Maintenance of Equipment	2,647	6,533	5,210	16,200
4452	Utilities - Water/Sewer	-	-	-	-
4453	Utilities -Gas/Electric/Other	450,057	369,297	313,666	323,850
4459	Memberships	-	130	260	135
4460	Travel	2,661	2,971	626	240
4461	Training & Conferences	215	-	425	1,800
4464	Program Services/Supplies	-	196	-	-
4465	Professional Services	31,000	50,006	51,856	41,260
4466	Licensing	-	-	509	-
4476	Rent & Lease - Equipment	868	2,537	1,295	900
TOTAL SERVICES & SUPPLIES		784,618	665,427	502,651	673,395
REVENUE LESS EXPENSE		(1,327,476)	(1,611,073)	(1,398,693)	(1,756,807)

UNIT 06 - Camp Shelly

This unit involves all management and maintenance for the Camp Shelly family campground facility, leased from the U.S. Forest Service and located in South Lake Tahoe. The camp is open from mid-June through Labor Day, and has 25 camp sites, a restroom facility with showers, and offers a variety of recreational/ interpretive activities.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5141	Camp Fees	75,403	20,224	4,399	52,400
5145	Miscellaneous/Concessions	8	-	-	-
TOTAL REVENUE		75,411	20,224	4,399	52,400
SALARIES & BENEFITS					
4120	Full Time Salaries	3,511	-	-	-
4121	Part Time Benefited	9,217	7,228	-	-
4122	Part Time Wages	9,459	30,614	4,092	13,248
4126	Retirement	1,030	289	-	-
4128	Employee Group Insurance	2,153	1,263	-	-
4130	Workers Compensation	1,442	1,637	77	241
4200	Medicare/FICA	1,477	2,895	313	1,013
TOTAL SALARIES & BENEFITS		28,289	43,926	4,482	14,503
SERVICES & SUPPLIES					
4403	Agricultural	-	-	425	-
4417	Uniforms	-	-	400	-
4432	Household Supplies	656	205	203	200
4440	Food	124	215	337	-
4442	Office Supplies	151	158	261	-
4444	Medical Expense	-	-	-	50
4446	Tools & Instruments	258	235	253	200
4447	Non-Capital Equipment	448	-	-	-
4450	Maintenance of Structures/Grounds	853	247	543	-
4452	Utilities - Water/Sewer	1,049	1,245	1,245	750
4453	Utilities -Gas/Electric/Other	1,549	1,301	607	1,700
4460	Travel	722	269	132	-
4465	Professional Services	5,633	8,423	3,505	7,500
4476	Rent & Lease - Equipment	520	114	37	-
4477	Rent & Lease - Structures	-	7,000	-	5,000
TOTAL SERVICES & SUPPLIES		11,963	19,412	7,948	15,400
REVENUE LESS EXPENSE		35,159	(43,114)	(8,031)	22,497

UNIT 07 - Park Operations

This unit involves all aspects of park maintenance for the District and other public agencies, including sports fields, parks, historic buildings, equestrian facilities, picnic sites, dog parks, community gardens, tot lots, bicycle parks, streams and trails. This unit is also responsible for all aspects of repair and maintenance of District vehicles and power equipment, safety and construction inspections, reviewing and assisting in park planning and design, project construction work, and oversight of volunteers in parks, trails and streams.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5147	Robertson - T Mobile Lease	33,876	35,654	37,080	35,640
5150	T-Mobile Max Baer	31,086	27,692	28,246	27,600
5151	MSC Reimbursement	11,378	6,760	8,034	10,800
5153	Christensen School Reimb	17,191	30,015	37,533	34,000
5155	Zone 7 - Living Arroyo	178,874	174,252	170,651	213,204
5165	Miscellaneous	35,914	1,500	-	2,004
5167	CFD on Cayetano	67,349	55,046	65,640	80,000
5168	Zone 7 - Weed Abatement	52,275	-	-	-
5169	Community Gardens	5,021	6,482	6,253	5,004
TOTAL REVENUE		432,964	337,401	353,437	408,252

SALARIES & BENEFITS

4120	Full Time Salaries	1,239,928	1,429,189	1,240,870	1,301,374
4121	Part Time Benefited	342,816	33,813	11,436	-
4122	Part Time Wages	70,959	37,480	33,548	56,013
4126	Retirement	254,697	279,718	235,958	262,899
4128	Employee Group Insurance	345,047	362,581	320,674	316,244
4130	Workers Compensation	202,296	144,222	104,815	117,710
4200	Medicare/FICA	70,693	68,702	63,184	74,778
TOTAL SALARIES & BENEFITS		2,526,436	2,355,705	2,010,485	2,129,018

SERVICES & SUPPLIES

4403	Agricultural	83,548	28,865	33,128	105,300
4417	Uniforms	14,073	15,746	12,991	19,000
4432	Household Supplies	34,494	36,400	10,509	19,360
4440	Food	6,613	2,850	123	1,200
4442	Office Supplies	7,119	5,333	2,821	4,800
4444	Medical Expense	861	662	1,745	400
4446	Tools & Instruments	17,210	7,777	8,548	12,000
4447	Non-Capital Equipment	695	2,004	-	5,000
4450	Maintenance of Structures/Grounds	678,141	555,875	360,117	542,800
4451	Maintenance of Equipment	67,957	72,463	84,542	81,000
4452	Utilities - Water/Sewer	1,237,148	1,303,952	1,427,707	1,290,000
4454	Communications	2,927	11,669	15,714	28,112
4459	Memberships	2,241	5,868	5,999	1,200

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
4460	Travel	97,695	76,558	68,898	93,000
4461	Training & Conferences	10,771	2,528	1,946	2,750
4464	Program Services/Supplies	180	177	191	-
4465	Professional Services	25,176	171,751	9,838	15,610
4466	Licensing	1,524	880	480	1,500
4476	Rent & Lease - Equipment	18,874	20,917	10,331	16,800
4477	Rent & Lease - Structures	97,587	140,878	126,129	140,400
4478	Rent & Lease - Vehicle	-	146,046	17,373	155,820
	TOTAL SERVICES & SUPPLIES	2,404,834	2,609,199	2,199,130	2,536,052
	REVENUE LESS EXPENSE	(4,498,306)	(4,627,503)	(3,856,178)	(4,256,818)

UNIT 09 - Extended Student Services

ESS (Extended Student Services) is a year-round licensed child development program which serves school age children in centers located at all 11 elementary schools in Livermore. The program supports the students' academic day by providing creative curriculum, based on Content Standards adopted by the California State Board of Education.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5196	Child Care Links	329,926	285,268	375,091	535,500
5197	Full Cost Program Fees	4,022,067	2,984,406	1,301,308	2,942,100
5199	Kidango CCTR Parent Fees	37,611	44,138	46,500	-
5201	Full Cost Registration Fees	11,135	8,375	4,015	8,000
5205	Kidango CCTR Sub-Contract	678,442	664,535	613,194	-
5207	Community Support	58,380	25,018	-	-
5210	Grant Funding	-	-	26,977	-
5213	Miscellaneous	200	-	25	-
5220	Donations	-	-	3,191	-
5231	Kidango Rent	3,600	3,600	3,600	-
TOTAL REVENUE		5,141,361	4,015,340	2,373,901	3,485,600
SALARIES & BENEFITS					
4120	Full Time Salaries	1,486,038	1,724,730	1,412,659	1,474,300
4121	Part Time Benefited	796,937	651,843	560,507	505,188
4122	Part Time Wages	766,562	490,750	206,682	237,907
4126	Retirement	352,447	459,407	385,930	495,378
4128	Employee Group Insurance	536,427	614,855	521,612	532,290
4130	Workers Compensation	115,163	64,226	38,404	41,400
4200	Medicare/FICA	151,399	138,380	104,607	103,572
TOTAL SALARIES & BENEFITS		4,204,973	4,144,191	3,230,401	3,390,035
SERVICES & SUPPLIES					
4403	Agricultural	26	26	-	-
4417	Uniforms	1,277	614	790	-
4432	Household Supplies	24,378	24,118	14,462	-
4440	Food	61,854	45,282	15,313	18,000
4442	Office Supplies	13,350	12,916	4,285	18,000
4444	Medical Expense	1,623	3,445	2,283	1,600
4446	Tools & Instruments	1,413	131	666	1,600
4447	Non-Capital Equipment	6,864	682	435	1,200
4450	Maintenance of Structures/Grounds	20,386	29,340	10,392	1,500
4451	Maintenance of Equipment	203	68	372	10,000
4452	Utilities - Water/Sewer	-	-	-	1,000
4454	Communications	13,873	17,278	19,227	19,680
4459	Memberships	2,377	3,041	2,731	-
4460	Travel	794	238	-	-

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
4461	Training & Conferences	1,385	570	64	-
4464	Program Services/Supplies	39,981	32,588	10,569	17,400
4465	Professional Services	40,648	61,129	8,670	8,200
4466	Licensing	10,035	9,922	9,922	9,000
4467	Field Trips & Events	28,444	18,782	170	-
4476	Rent & Lease - Equipment	19,556	19,565	23,213	19,452
4477	Rent & Lease - Structures	44,016	44,064	44,064	44,064
	TOTAL SERVICES & SUPPLIES	332,483	323,799	167,628	170,696
	REVENUE LESS EXPENSE	603,905	(452,650)	(1,024,128)	(75,131)

UNIT 10 - Senior Services

Senior Services offers a variety of recreational, educational and social activities to promote independence, mental and physical fitness, social engagement and community involvement. Extensive information and referral, a senior meal program and many collaborative services create an environment to support the senior or family members who may need information about age related issues. Staff conducts activities and special events, plans and conducts trips, provides support services and offers information and referral.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5233	Senior Activity/Events	5,224	7,767	1,885	3,975
5234	Sr. Contract Classes	37,225	42,932	61,508	47,200
5235	Sr. Drop-in Fees	10,425	6,912	56	4,800
5236	Sr. Luncheons	2,346	1,102	-	-
5240	Sr. Newsletter	84	48	-	-
5253	Senior Trips	144,695	78,108	-	60,800
5257	Senior Bart/DPHC	1,165	589	27	660
5261	Fundraising	456	1,068	26	240
5269	Senior Miscellaneous	1,372	274	-	1,500
5270	Donations	-	-	1,200	-
5274	Sponsorship	1,200	600	800	1,350
TOTAL REVENUE		204,192	139,400	65,502	120,525
SALARIES & BENEFITS					
4120	Full Time Salaries	140,036	62,275	55,959	68,278
4121	Part Time Benefited	53,111	30,381	29,721	36,312
4122	Part Time Wages	50,092	38,131	508	24,788
4126	Retirement	29,894	3,832	1,829	5,549
4128	Employee Group Insurance	33,808	20,522	21,134	22,144
4130	Workers Compensation	7,078	2,558	1,125	1,901
4200	Medicare/FICA	11,672	9,978	6,667	9,897
TOTAL SALARIES & BENEFITS		325,691	167,677	116,943	168,870
SERVICES & SUPPLIES					
4417	Uniforms	160	779	41	-
4432	Household Supplies	143	200	-	-
4440	Food	6,233	4,957	389	3,000
4442	Office Supplies	880	619	98	-
4447	Non-Capital Equipment	42	-	-	-
4454	Communications	-	200	600	-
4459	Memberships	245	-	-	-
4460	Travel	361	78	-	-
4461	Training & Conferences	167	-	-	-
4464	Program Services/Supplies	4,680	5,724	2,877	4,080
4467	Field Trips & Events	97,917	64,737	(1,135)	42,560
4468	Instructors & Sports Officials	24,556	24,249	35,346	28,800

	FY18-19 Actual	FY19-20 Actual	FY20-21 Preliminary	FY21-22 Budget
TOTAL SERVICES & SUPPLIES	135,384	101,543	38,216	78,440
REVENUE LESS EXPENSE	(256,883)	(129,820)	(89,657)	(126,785)

UNIT 11 - Preschool

The preschool program serves children ages 1 month to 6 years. From ages 3 months – 3 years we offer a variety of parent/child classes. When the child turns three we offer part-day preschool classes that are geared towards the developmental needs of each age group, incorporating theme related play, social experiences and opportunities to make choices.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5297	Preschool Registration Fees	443,687	314,656	41,998	172,800
5299	Preschool Scholarships	1,035	-	-	-
5301	Miscellaneous	-	20	-	-
5352	Leadership Class	792	(37)	-	-
TOTAL REVENUE		445,514	314,639	41,998	172,800
SALARIES & BENEFITS					
4120	Full Time Salaries	68,784	63,606	11,033	-
4121	Part Time Benefited	-	715	-	-
4122	Part Time Wages	284,635	200,674	28,891	146,315
4126	Retirement	15,690	19,509	2,908	-
4128	Employee Group Insurance	18,112	19,943	4,676	-
4130	Workers Compensation	12,931	6,643	721	2,253
4200	Medicare/FICA	22,767	16,320	2,369	11,193
TOTAL SALARIES & BENEFITS		422,919	327,410	50,598	159,761
SERVICES & SUPPLIES					
4403	Agricultural	657	23	-	-
4432	Household Supplies	1,165	831	-	1,500
4440	Food	1,676	243	-	600
4442	Office Supplies	1,930	1,188	-	600
4444	Medical Expense	80	-	-	600
4446	Tools & Instruments	49	-	-	-
4450	Maintenance of Structures/Grounds	6,297	3,477	-	-
4451	Maintenance of Equipment	120	-	-	-
4460	Travel	63	-	-	-
4461	Training & Conferences	420	-	-	-
4464	Program Services/Supplies	14,362	4,545	140	7,500
4465	Professional Services	37	-	-	-
TOTAL SERVICES & SUPPLIES		26,856	10,307	140	10,800
REVENUE LESS EXPENSE		(4,261)	(23,078)	(8,740)	2,239

UNIT 16 - Open Space

This unit includes operation of Sycamore Grove, Holdener Park, Garaventa Wetland Preserve, Brushy Peak Regional Preserve, and open space trails. In addition, this unit works with local, state and federal agencies in regard to environmental, natural resources, mitigation and conservation activities and issues. Staff also provides nature and environmental education, interpretive programs and outdoor nature activities. This unit is also responsible for District wide security and safety services, which includes: limited patrolling of all District facilities and trails; responding to emergencies; enforcing District rules and regulations and assisting other law enforcement agencies in the enforcement of local, state and federal laws and regulations; issuing special use and encroachment permits; training staff in security and safety topics; wildland fire control; and working cooperatively with other public safety agencies on projects and incidents.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5373	Programs & Classes	146,342	9,693	79,637	107,130
5374	Open Space Photo Permits	2,215	2,200	4,050	1,800
5375	Park Rental Fees	1,255	300	1,680	-
5376	Park Amenities	-	50	-	-
5377	Junior Rangers	14,439	1,264	9,990	7,800
5383	Residence Rental	9,559	10,428	10,428	-
5384	Sycamore Grove Parking Fees	68,373	99,601	130,168	60,000
5385	Sycamore Grove Parking Permits	52,060	68,819	66,127	67,600
5386	EPRPD Open Space Grant	200,000	200,000	200,000	200,000
5387	Run for the Parks	-	5	-	-
5388	SG Merchandise Sales	1,142	730	-	-
5392	Environment Education	43,777	20,279	7,612	20,000
5395	Misc. Sycamore/Vets Park	76	190	-	-
5396	Donations	2,135	991	17,790	-
TOTAL REVENUE		541,373	414,550	527,482	464,330

SALARIES & BENEFITS

4120	Full Time Salaries	376,207	391,101	445,590	508,232
4121	Part Time Benefited	261,491	159,521	105,208	59,413
4122	Part Time Wages	195,376	135,781	130,637	228,338
4126	Retirement	104,883	98,318	57,425	71,687
4128	Employee Group Insurance	122,142	92,825	101,794	101,551
4130	Workers Compensation	47,429	30,208	22,716	25,233
4200	Medicare/FICA	42,050	36,268	40,785	55,057
TOTAL SALARIES & BENEFITS		1,149,578	944,022	904,155	1,049,511

SERVICES & SUPPLIES

4403	Agricultural	2,062	700	172	1,250
4417	Uniforms	6,655	6,136	3,521	6,200
4432	Household Supplies	1,087	200	2,541	900
4440	Food	9,177	3,910	524	5,200
4442	Office Supplies	1,266	3,342	3,106	2,600

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
4444	Medical Expense	92	559	609	550
4446	Tools & Instruments	4,289	2,390	2,524	2,800
4447	Non-Capital Equipment	11,560	8,481	5,990	14,000
4450	Maintenance of Structures/Grounds	9,040	13,164	20,297	15,000
4451	Maintenance of Equipment	1,641	1,854	1,943	2,000
4452	Utilities - Water/Sewer	2,805	3,331	2,358	3,800
4454	Communications	9,033	9,300	8,420	9,600
4459	Memberships	194	180	135	-
4460	Travel	684	919	83	-
4461	Training & Conferences	3,301	1,447	106	1,500
4464	Program Services/Supplies	4,061	1,830	7,754	2,500
4465	Professional Services	15,728	6,287	11,519	5,040
4466	Licensing	106	-	-	-
4467	Field Trips & Events	978	976	-	-
4476	Rent & Lease - Equipment	7,598	5,060	8,209	7,660
4477	Rent & Lease - Structures	-	13,070	11,096	11,100
	TOTAL SERVICES & SUPPLIES	91,357	83,136	90,907	91,700
	REVENUE LESS EXPENSE	(699,562)	(612,608)	(467,580)	(676,881)

UNIT 17 - Marketing & Public Information

District-wide communications responsibilities have largely been migrated to the Community Outreach team, and each department in the District has taken direct responsibility for promoting their programs via social media outlets. What remains in this budget is direct spending related to the production of the LARPD Activity guides (Winter/Spring, Summer and Fall Guides).

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5100	Dogtoberfest	3,020	1,762	-	-
5109	Children's Fair	8,623	8,346	-	-
5110	Holiday Happenings	2,870	2,800	-	-
5111	Parent & Child Dance	5,719	3,500	-	-
5112	Breakfast with Bunny	2,189	-	-	-
5115	Marketing Special Events	-	2,943	1,252	-
5404	Advertising Revenue	-	1,575	300	-
TOTAL REVENUE		22,421	20,926	1,552	-
SALARIES & BENEFITS					
4120	Full Time Salaries	63,581	151,258	50,223	-
4121	Part Time Benefited	27,232	-	-	-
4122	Part Time Wages	29	1,979	-	-
4126	Retirement	7,072	35,689	12,081	-
4128	Employee Group Insurance	14,913	23,514	7,233	-
4130	Workers Compensation	1,687	716	161	-
4200	Medicare/FICA	5,447	5,649	1,794	-
TOTAL SALARIES & BENEFITS		119,961	218,805	71,492	-
SERVICES & SUPPLIES					
4417	Uniforms	209	135	114	-
4440	Food	358	1,402	-	-
4442	Office Supplies	10,016	8,994	240	-
4446	Tools & Instruments	21	-	-	-
4447	Non-Capital Equipment	4,341	4,408	2,517	-
4451	Maintenance of Equipment	-	-	119	-
4459	Memberships	929	539	280	-
4460	Travel	89	2,483	-	-
4461	Training & Conferences	1,942	1,745	-	-
4464	Program Services/Supplies	4,912	15,264	1,737	5,080
4465	Professional Services	119,323	113,160	8,387	62,000
4466	Licensing	-	109	-	-
TOTAL SERVICES & SUPPLIES		142,140	148,239	13,394	67,080
REVENUE LESS EXPENSE		(239,680)	(346,118)	(83,334)	(67,080)

UNIT 18 - Technology & Communications

This Unit provides District-wide information technology support, from procurement to on-going maintenance. Third-party providers are responsible for support of audio and data networks and telephony services, desktop hardware and software, security, and infrastructure components, as well as staff training, procurement, and technical advice to District management regarding all technology-oriented projects.

		FY18-19 Actual	FY19-20 Actual	FY20-21 Preliminary	FY21-22 Budget
REVENUE					
	TOTAL REVENUE	-	-	-	-
SALARIES & BENEFITS					
4120	Full Time Salaries	12,511	-	-	-
4121	Part Time Benefited	69,515	71,610	19,593	-
4126	Retirement	4,828	2,862	784	-
4128	Employee Group Insurance	9,052	14,645	3,354	-
4130	Workers Compensation	544	316	63	-
4200	Medicare/FICA	5,473	5,427	1,522	-
	TOTAL SALARIES & BENEFITS	101,923	94,860	25,316	-
SERVICES & SUPPLIES					
4440	Food	-	30	-	-
4447	Non-Capital Equipment	17,319	16,969	14,153	51,050
4451	Maintenance of Equipment	15,423	10,350	26,256	39,753
4454	Communications	102,055	106,245	94,466	105,431
4460	Travel	-	-	2,711	-
4465	Professional Services	115,202	277,317	294,266	300,608
4466	Licensing	140	-	-	-
4476	Rent & Lease - Equipment	-	-	13,714	14,400
	TOTAL SERVICES & SUPPLIES	250,139	410,911	445,566	511,242
	REVENUE LESS EXPENSE	(352,062)	(505,771)	(470,882)	(511,242)

UNIT 20 - Customer & Business Services

This unit includes staffing, equipment and supply costs associated with customer and business services in support of District-wide programs and office processes, with a primary focus on assisting customers with program registration and the administration of recreation software that supports registration. The team also administers the District's community gardens and various office equipment and supplies.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5025	Administration Fees	23,259	12,531	4,602	7,400
5090	Activity Refund Fees	5,000	2,707	2,616	1,200
5405	Rental Transaction Fee	-	-	2,025	1,750
TOTAL REVENUE		28,259	15,238	9,243	10,350
SALARIES & BENEFITS					
4120	Full Time Salaries	184,712	122,891	85,520	77,272
4121	Part Time Benefited	94,181	68,465	10,893	-
4122	Part Time Wages	62,679	39,041	21,107	95,741
4126	Retirement	48,744	10,890	2,806	4,636
4128	Employee Group Insurance	49,441	48,242	20,126	962
4130	Workers Compensation	3,660	1,075	401	588
4200	Medicare/FICA	16,476	17,126	8,978	13,235
TOTAL SALARIES & BENEFITS		459,893	307,730	149,831	192,435
SERVICES & SUPPLIES					
4417	Uniforms	789	88	-	500
4432	Household Supplies	781	641	39	600
4440	Food	1,432	630	107	1,320
4442	Office Supplies	20,392	12,095	5,500	18,200
4444	Medical Expense	52	-	-	-
4447	Non-Capital Equipment	353	-	-	-
4454	Communications	500	-	-	720
4459	Memberships	485	280	-	165
4460	Travel	980	-	-	450
4461	Training & Conferences	4,622	-	-	485
4464	Program Services/Supplies	8,330	11,436	8,745	9,360
4465	Professional Services	127	127	12	-
4476	Rent & Lease - Equipment	46,964	42,950	42,804	51,600
4704	Recreation Software Credit Card Fees	71,871	42,084	30,688	34,800
4705	Recreation Software Transaction Fees	43,694	30,330	11,000	28,000
TOTAL SERVICES & SUPPLIES		201,372	140,661	98,895	146,200
REVENUE LESS EXPENSE		(633,006)	(433,153)	(239,483)	(328,285)

UNIT 25 - Facility Use & Rentals

This unit focuses on the scheduling and rental of the Robert Livermore Community Center, Recreation Building, and Gymnasium, the Veterans Memorial building, the Carnegie building, the Ravenswood Historic Site, and the Bothwell Arts Center.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5405	Rental Transaction/Holding Fee	-	-	865	-
5457	Veterans Hall Rental Fees	64,772	33,738	200	2,880
5458	Barn Rental Fees	56,473	32,441	(3,000)	-
5459	Carnegie Rental Fees	10,293	3,100	-	7,200
5461	LVPAC Bothwell Lease	15,000	17,240	16,625	16,488
5463	Ravenswood Rentals	113,540	43,915	22,185	88,560
5466	RLCC Rental Fees	393,501	181,059	(1,114)	153,500
5467	Insurance	46,055	28,308	2,225	22,750
5468	Cleaning Fees	36,465	20,082	450	12,450
5469	GCP- Party Rooms	100	-	-	-
5471	Robertson Park Equestrian Area	6,195	380	-	-
5472	Robertson Arena Day Use	1,556	614	-	-
5473	Equipment & Amenities Rental	58,334	27,036	(47)	9,500
5474	Security Guards	62,401	27,233	(551)	-
5475	Damage/Non-Compliance Fee	50	-	-	-
5476	LLNL Emergency Serv Contract	3,600	3,600	7,200	3,600
5477	Other Permit Fees	18,127	7,240	(100)	2,880
5481	Picnic Area Rental & Fees	3,190	-	-	-
TOTAL REVENUE		889,652	425,986	44,938	319,808
SALARIES & BENEFITS					
4120	Full Time Salaries	140,339	77,866	24,076	45,095
4121	Part Time Benefited	66,500	40,495	5,246	-
4122	Part Time Wages	76,612	27,790	30	54,677
4126	Retirement	29,810	23,566	6,599	2,706
4128	Employee Group Insurance	45,619	25,399	5,447	-
4130	Workers Compensation	18,118	3,623	96	7,192
4200	Medicare/FICA	14,358	6,846	761	7,633
TOTAL SALARIES & BENEFITS		391,356	205,585	42,255	117,302
SERVICES & SUPPLIES					
4417	Uniforms	120	35	-	300
4432	Household Supplies	260	-	109	-
4440	Food	248	44	-	-
4442	Office Supplies	1,152	328	187	300
4447	Non-Capital Equipment	12,148	226	-	500
4459	Memberships	200	-	-	-

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
4460	Travel	1,123	213	-	-
4461	Training & Conferences	303	-	-	-
4464	Program Services/Supplies	103	90	-	-
4465	Professional Services	114,188	47,711	-	-
4470	Insurance	30,023	22,312	1,415	17,000
	TOTAL SERVICES & SUPPLIES	159,868	70,959	1,711	18,100
	REVENUE LESS EXPENSE	338,428	149,442	972	184,406

UNIT 26 - Youth Sports & Fitness

This unit provides youth-focused, non-aquatic sports and fitness programs and camps, including the Junior Giants Program.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5470	Contract Classes	-	19,990	24,389	15,000
5475	Fun in the Sun	1,812	10,669	-	81,620
5476	Fencing	-	23,004	-	-
5481	Summer Sports Camps	73,975	19,045	46,039	91,620
5482	Volleyball	8,902	434	4,999	-
5487	Kidz Love Soccer	44,871	22,693	(1,520)	-
5490	Tennis	18,392	2,989	46,691	33,600
5494	Misc Classes	2,740	2,064	1,967	14,000
5502	LARPD Classes	41,141	25,971	39,599	40,500
TOTAL REVENUE		191,833	126,859	162,164	276,340
SALARIES & BENEFITS					
4120	Full Time Salaries	41,348	34,705	33,924	62,481
4121	Part Time Benefited	19,956	-	6,937	-
4122	Part Time Wages	45,947	59,729	16,136	88,014
4126	Retirement	6,599	2,082	1,871	3,393
4128	Employee Group Insurance	1,138	4,563	5,809	14,453
4130	Workers Compensation	3,850	2,330	992	2,874
4200	Medicare/FICA	6,557	7,224	4,345	11,513
TOTAL SALARIES & BENEFITS		125,395	110,633	70,014	182,728
SERVICES & SUPPLIES					
4417	Uniforms	1,034	12	-	500
4440	Food	136	632	-	600
4442	Office Supplies	21	99	17	200
4444	Medical Expense	-	-	-	200
4446	Tools & Instruments	-	15	-	-
4447	Non-Capital Equipment	281	-	-	-
4451	Maintenance of Equipment	-	129	-	-
4459	Memberships	60	-	-	-
4460	Travel	52	8	-	100
4461	Training & Conferences	635	79	-	100
4464	Program Services/Supplies	3,599	3,897	1,640	3,500
4467	Field Trips & Events	1,130	764	-	-
4468	Instructors & Sports Officials	45,830	78,940	42,282	30,960
TOTAL SERVICES & SUPPLIES		52,778	84,575	43,939	36,160
REVENUE LESS EXPENSE		13,660	(68,349)	48,211	57,452

UNIT 27 - Field & Gym Rentals

This unit manages the rental of all outdoor sport fields, the Equestrian Center (Stadium, Covered Arena, and Pole Barn), the Robert Livermore Recreation building gymnasium, and District parking lots. This unit also manages group picnic reservations and photography permits (excluding open space parks), and provides liaison and coordination services to various community groups and clubs who utilize these facilities. This unit is also responsible for the maintenance and operations of sports facilities and fields.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5404	Advertising Revenue	22,000	22,000	-	-
5481	Picnic Area Rental & Fees	-	3,775	3,075	9,000
5480	Intent to Use	-	-	-	900
5625	Field Rentals	136,628	97,903	65,984	108,000
5629	Equipment Rentals & Misc.	4,800	3,438	1,920	4,750
5631	Synthetic Field Rentals	169,250	146,647	137,283	317,000
5634	Storage Shed Rental	11,800	11,850	10,750	11,950
5635	Field Lighting	51,584	43,039	35,978	60,000
5640	Snack Shack	20,020	12,886	-	-
5643	RLCC Gym Rental - Sports	82,455	48,007	15,550	86,000
TOTAL REVENUE		498,537	389,545	270,540	597,600
SALARIES & BENEFITS					
4120	Full Time Salaries	105,420	126,874	76,507	121,988
4121	Part Time Benefited	14,713	-	7,648	-
4122	Part Time Wages	59,643	43,336	20,001	35,153
4126	Retirement	16,682	6,501	2,872	6,624
4128	Employee Group Insurance	10,495	19,031	14,522	28,906
4130	Workers Compensation	6,462	3,859	1,926	3,001
4200	Medicare/FICA	9,240	12,898	7,978	12,021
TOTAL SALARIES & BENEFITS		222,655	212,499	131,454	207,694
SERVICES & SUPPLIES					
4403	Agricultural	4,024	3,547	671	10,000
4417	Uniforms	1,002	602	150	500
4432	Household Supplies	472	108	-	200
4440	Food	9,033	5,909	-	-
4442	Office Supplies	622	505	65	500
4446	Tools & Instruments	1,058	211	56	1,000
4447	Non-Capital Equipment	1,174	-	-	-
4450	Maintenance of Structures/Grounds	1,509	5,136	-	1,000
4451	Maintenance of Equipment	2,219	17,200	109	4,000
4459	Memberships	90	680	-	330
4460	Travel	86	438	-	100
4461	Training & Conferences	728	203	-	200
4464	Program Services/Supplies	95	-	-	-
4465	Professional Services	6,300	4,480	-	4,500
4476	Rent & Lease - Equipment	9,355	10,728	4,734	-

	FY18-19 Actual	FY19-20 Actual	FY20-21 Preliminary	FY21-22 Budget
TOTAL SERVICES & SUPPLIES	37,767	49,747	5,785	22,330
REVENUE LESS EXPENSE	238,115	127,299	133,301	367,576

UNIT 31 - Recreation Administration

The Recreation Administration Unit is comprised of the management team of the Recreation Department (Manager and Supervisors) and its budget contains all salaries and benefits, services and supplies expenses that are associated with this team.

		FY18-19 Actual	FY19-20 Actual	FY20-21 Preliminary	FY21-22 Budget
REVENUE					
	TOTAL REVENUE	-	-	-	-
SALARIES & BENEFITS					
4120	Full Time Salaries	-	344,518	411,753	432,933
4126	Retirement	-	118,754	165,175	190,652
4128	Employee Group Insurance	-	42,336	64,954	63,673
4130	Workers Compensation	-	4,189	4,159	4,551
4200	Medicare/FICA	-	4,950	5,950	6,278
	TOTAL SALARIES & BENEFITS	-	514,747	651,991	698,086
SERVICES & SUPPLIES					
4417	Uniforms	-	166	-	1,000
4440	Food	-	67	-	600
4442	Office Supplies	-	393	24	1,500
4459	Memberships	-	-	-	1,255
4460	Travel	-	1,833	-	2,150
4461	Training & Conferences	-	700	-	1,750
	TOTAL SERVICES & SUPPLIES	-	3,159	24	8,255
	REVENUE LESS EXPENSE	-	(517,906)	(652,015)	(706,341)

UNIT 32 - Community Outreach

Community Outreach includes the District Volunteer Program, along with District wide efforts in community outreach that includes grants, outreach initiatives, the community support program, social services, and the oversight of the District's web-site.

		FY18-19 Actual	FY19-20 Actual	FY20-21 Preliminary	FY21-22 Budget
REVENUE					
	TOTAL REVENUE	-	-	-	-
SALARIES & BENEFITS					
4120	Full Time Salaries	-	97,199	361,131	375,174
4121	Part Time Benefited	-	11,003	67,159	94,255
4126	Retirement	-	36,407	154,082	165,633
4128	Employee Group Insurance	-	23,748	75,150	74,869
4130	Workers Compensation	-	678	3,595	4,216
4200	Medicare/FICA	-	2,176	10,661	12,651
	TOTAL SALARIES & BENEFITS	-	171,211	671,778	726,798
SERVICES & SUPPLIES					
4417	Uniforms	-	(267)	570	250
4440	Food	-	-	-	2,800
4444	Medical Expense	-	-	175	-
4459	Memberships	-	-	-	1,950
4462	Publications & Legal Notices	-	121	-	-
4464	Program Services/Supplies	-	1,723	306	2,050
4476	Rent & Lease - Equipment	-	1,453	1,671	-
	TOTAL SERVICES & SUPPLIES	-	3,030	2,722	7,050
	REVENUE LESS EXPENSE	-	(174,241)	(674,500)	(733,848)

UNIT 40 - Believes Program

The Believes program is a collaborative program with the Livermore Valley Joint Unified School District. It is a free after-school academic and enrichment program which meets every afternoon when school is in session. Its funding comes through the California Department of Education ASES grant. The program is offered at Marylin Elementary and Junction K-8 schools.

		FY18-19 Actual	FY19-20 Actual	FY20-21 Preliminary	FY21-22 Budget
REVENUE					
5532	Believes Program Revenue	136,128	148,586	-	148,586
	TOTAL REVENUE	136,128	148,586	-	148,586
 SALARIES & BENEFITS					
4120	Full Time Salaries	4,388	-	-	-
4122	Part Time Wages	115,737	138,897	3,358	141,834
4126	Retirement	1,287	-	-	-
4128	Employee Group Insurance	828	-	-	-
4130	Workers Compensation	4,579	3,484	61	2,709
4200	Medicare/FICA	8,917	10,626	257	10,850
	TOTAL SALARIES & BENEFITS	135,736	153,007	3,676	155,393
 SERVICES & SUPPLIES					
	TOTAL SERVICES & SUPPLIES	-	-	-	-
	REVENUE LESS EXPENSE	392	(4,421)	(3,676)	(6,807)

UNIT 41 - Middle School Program

The Middle School Program (aka PAL) is a structured before-school and after-school program for middle school youth, funded by the California Department of Education ASES grant and parent fees. PAL is located on campus at all four middle schools and is open year-round. Activities are led by staff and include homework assistance, games, environmental education, sports, trips and arts and crafts.

		FY18-19 Actual	FY19-20 Actual	FY20-21 Preliminary	FY21-22 Budget
REVENUE					
5533	Property Taxes	405,916	272,831	(295)	72,000
5536	State Subvention	3,898	425	-	-
5540	In-Lieu City Housing	21,536	17,138	-	-
5543	Property Taxes - Supplemental	190,485	197,209	-	40,321
5550	Special Tax - 97-1	1,013	-	-	-
5555	Redevelopment Agreement	185	-	-	-
TOTAL REVENUE		623,033	487,603	(295)	112,321
SALARIES & BENEFITS					
4120	Full Time Salaries	100,693	206,078	25,578	-
4121	Part Time Benefited	145,773	110,116	3,411	-
4122	Part Time Wages	149,296	62,359	-	93,334
4126	Retirement	9,723	14,419	435	-
4128	Employee Group Insurance	54,751	79,453	17,577	-
4130	Workers Compensation	14,322	8,643	523	1,783
4200	Medicare/FICA	29,274	28,396	2,063	7,140
TOTAL SALARIES & BENEFITS		503,832	509,464	49,587	102,257
SERVICES & SUPPLIES					
4432	Household Supplies	1,512	1,170	-	1,200
4440	Food	12,089	9,020	63	2,400
4442	Office Supplies	126	141	-	2,400
4444	Medical Expense	35	-	-	1,200
4446	Tools & Instruments	60	-	-	-
4454	Communications	-	-	-	1,200
4459	Memberships	180	180	-	-
4464	Program Services/Supplies	6,596	7,553	-	3,600
4467	Field Trips & Events	5,375	4,029	-	-
4476	Rent & Lease - Equipment	1,331	1,426	1,424	-
TOTAL SERVICES & SUPPLIES		27,304	23,519	1,487	12,000
REVENUE LESS EXPENSE		91,897	(45,380)	(51,369)	(1,936)

UNIT 42 - Building Operations

This unit provides the logistical support and custodial duties for the daily operations of Robert Livermore Community Center and the Aquatics Center, May Nissen Swim Center, and outlying rental facilities such as the Ravenswood Historical Site, Veterans Memorial building, Carnegie building, and park restrooms. This unit provides daily setup and takedown for classes, programs, activities and facility rentals.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5685	Property Taxes	-	28	-	-
TOTAL REVENUE		-	28	-	-
 SALARIES & BENEFITS					
4120	Full Time Salaries	153,499	218,383	194,635	231,130
4121	Part Time Benefited	102,062	121,500	48,113	-
4122	Part Time Wages	119,300	72,540	5,565	25,410
4126	Retirement	23,628	18,603	6,504	12,652
4128	Employee Group Insurance	73,930	78,895	58,247	72,265
4130	Workers Compensation	45,484	43,938	21,076	23,037
4200	Medicare/FICA	23,923	30,055	18,806	19,625
TOTAL SALARIES & BENEFITS		541,826	583,914	352,946	384,120
 SERVICES & SUPPLIES					
4417	Uniforms	487	2,073	90	800
4432	Household Supplies	50,468	38,592	10,875	24,000
4440	Food	427	77	-	-
4442	Office Supplies	308	272	17	300
4446	Tools & Instruments	13	443	-	500
4447	Non-Capital Equipment	23,262	4,873	13	-
4454	Communications	-	200	600	600
4459	Memberships	273	356	120	-
4460	Travel	358	308	-	-
4461	Training & Conferences	477	-	-	-
4464	Program Services/Supplies	1,100	740	-	1,200
4465	Professional Services	59,890	44,202	2,089	-
TOTAL SERVICES & SUPPLIES		137,063	92,136	13,804	27,400
REVENUE LESS EXPENSE		(678,889)	(676,022)	(366,750)	(411,520)

UNIT 54 - Aquatics

This unit oversees all aquatic activities at the Robert Livermore Aquatic Center and May Nissen Swim Center, including swim lessons, water aerobics and fitness classes, lap swimming, recreational swimming, aquatic certification courses and programs, pool rentals and parties, and special events.

		FY18-19 Actual	FY19-20 Actual	FY20-21 Preliminary	FY21-22 Budget
REVENUE					
5121	MN Aquatics Lessons & Classes	47,550	-	-	155,174
5125	MN Aquatics Admissions/Passes	10,062	-	-	3,000
5129	MN Pool Rentals/Parties	2,673	-	-	41,700
5580	RLCC Lessons & Classes	90,530	8,700	60,727	1,800
5581	RLCC Admissions & Passes	212,321	146,523	97,405	193,000
5582	RLCC Pool Rentals & Parties	73,363	41,886	88,162	138,000
5587	RLCC Competitive Programs	79,829	65,366	27,363	-
TOTAL REVENUE		516,328	262,475	273,657	532,674
SALARIES & BENEFITS					
4120	Full Time Salaries	279,564	57,044	-	-
4121	Part Time Benefited	82,822	84,589	12,119	-
4122	Part Time Wages	470,402	299,476	154,067	400,915
4126	Retirement	70,394	16,554	473	-
4128	Employee Group Insurance	84,588	33,216	6,722	-
4130	Workers Compensation	54,806	20,746	8,258	26,112
4200	Medicare/FICA	46,375	30,208	12,729	30,670
TOTAL SALARIES & BENEFITS		1,088,951	541,833	194,368	457,697
SERVICES & SUPPLIES					
4417	Uniforms	1,337	1,926	1,257	2,500
4432	Household Supplies	607	74	-	-
4440	Food	2,201	1,248	-	-
4442	Office Supplies	4,747	560	187	-
4444	Medical Expense	2,562	347	478	1,000
4446	Tools & Instruments	107	466	20	2,000
4447	Non-Capital Equipment	14,319	1,086	-	-
4450	Maintenance of Structures/Grounds	62,229	78,565	34,798	53,000
4451	Maintenance of Equipment	13,858	4,230	-	1,500
4454	Communications	436	-	-	-
4459	Memberships	2,971	1,805	804	144
4460	Travel	358	-	-	-
4461	Training & Conferences	5,349	2,703	-	1,800
4464	Program Services/Supplies	17,727	8,470	2,400	750
4465	Professional Services	3,075	1,668	-	1,050
4466	Licensing	-	-	-	750
4468	Instructors & Sports Officials	1,706	-	-	-

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
4476	Rent & Lease - Equipment	-	389	-	-
	TOTAL SERVICES & SUPPLIES	133,589	103,537	39,944	64,494
	REVENUE LESS EXPENSE	(706,212)	(382,895)	39,345	10,484

UNIT 57 - Concessions

This unit manages the Café and vending services at the Robert Livermore Community Center.

		FY18-19	FY19-20	FY20-21	FY21-22
		Actual	Actual	Preliminary	Budget
REVENUE					
5784	Cafe	53,083	30,472	-	17,000
5785	Cafe Contract	2,334	-	-	-
5786	Vending Contract	650	499	-	4,550
TOTAL REVENUE		56,067	30,971	-	21,550
SALARIES & BENEFITS					
4120	Full Time Salaries	3,572	-	-	-
4121	Part Time Benefited	-	-	-	4,342
4122	Part Time Wages	26,522	12,254	-	-
4126	Retirement	1,037	-	-	174
4128	Employee Group Insurance	755	-	-	790
4130	Workers Compensation	1,213	302	-	83
4200	Medicare/FICA	2,080	937	-	332
TOTAL SALARIES & BENEFITS		35,179	13,493	-	5,721
SERVICES & SUPPLIES					
4417	Uniforms	64	-	-	100
4432	Household Supplies	495	176	-	300
4440	Food	18,871	8,938	-	10,900
4442	Office Supplies	88	-	-	200
4447	Non-Capital Equipment	617	21	-	-
4459	Memberships	60	-	-	-
4461	Training & Conferences	135	-	-	-
4464	Program Services/Supplies	671	-	-	-
4465	Professional Services	-	-	-	420
TOTAL SERVICES & SUPPLIES		21,001	9,135	-	11,920
REVENUE LESS EXPENSE		(113)	8,343	-	3,909

Capital Equipment FY 21-22 Budget, with Prior Year Trend

UNIT 45

	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Preliminary	FY 21-22 Budget
Irrigation Controller upgrades for Sports Parks	38,004			
Irrigation Controller Upgrades for Neighborhood Parks	252,880			
Trimark 60" Professional Gas Range, 6 Burner	6,801			
Website Upgrade	21,095			
IT System Upgrade		39,128	8,795	
Total Capital Equipment Expenditures	318,780	39,128	8,795	0

FY 21-22 Unit Budget Summary		Unit 01 Admin	Unit 02 Recreation Classes	Unit 03 Adult Sports & Fitness	Unit 05 Building Maint.	Unit 06 Camp Shelly	Unit 07 Park Operations	Unit 09 Extended Student Services	Unit 10 Senior Services	Unit 11 Preschool	Unit 16 Open Space	Unit 17 Marketing & Public Information	Unit 18 Technology & Communications	Unit 20 Customer & Business Services	Unit 25 Facility Use & Rentals
REVENUE		13,540,892	105,942	72,035	0	52,400	408,252	3,485,600	120,525	172,800	464,330	0	0	10,350	319,808
SALARIES & BENEFITS															
4120 Full Time Salaries		1,228,563	0	0	593,172	0	1,301,374	1,474,300	68,278	0	508,232	0	0	77,272	45,095
4121 Part Time Benefited		98,119	0	0	0	0	0	505,188	36,312	0	59,413	0	0	0	0
4122 Part Time Wages		4,457	0	0	85,880	13,248	56,013	237,907	24,788	146,315	228,338	0	0	95,741	54,677
4124 Board of Directors Stipends		36,000	0	0	0	0	0	0	0	0	0	0	0	0	0
4126 Retirement		357,558	0	0	210,660	0	262,899	495,378	5,549	0	71,687	0	0	4,636	2,706
4128 Employee Group Insurance		237,400	0	0	117,448	0	316,244	532,290	22,144	0	101,551	0	0	962	0
4130 Workers Compensation		5,215	0	0	52,157	241	117,710	41,400	1,901	2,253	25,233	0	0	588	7,192
4200 Medicare/FICA		55,013	0	0	24,095	1,013	74,778	103,572	9,897	11,193	55,057	0	0	13,235	7,633
4150 Unemployment		72,000	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL SALARIES & BENEFITS		2,094,325	0	0	1,083,412	14,503	2,129,018	3,390,035	168,870	159,761	1,049,511	0	0	192,435	117,302
SERVICES & SUPPLIES															
4403 Agricultural Supplies		0	0	0	450	0	105,300	0	0	0	1,250	0	0	0	0
4417 Uniforms/Safety Products		500	0	0	1,500	0	19,000	0	0	0	6,200	0	0	500	300
4432 Household Supplies		0	0	0	240	200	19,360	0	0	1,500	900	0	0	600	0
4440 Food		3,073	0	0	180	0	1,200	18,000	3,000	600	5,200	0	0	1,320	0
4442 Office Supplies		3,600	0	0	240	0	4,800	18,000	0	600	2,600	0	0	18,200	300
4444 Medical		4,750	0	0	0	50	400	1,600	0	600	550	0	0	0	0
4446 Tools & Instruments		0	0	0	9,000	200	12,000	1,600	0	0	2,800	0	0	0	0
4447 Non-Capital Equipment		750	0	0	2,400	0	5,000	1,200	0	0	14,000	0	51,050	0	500
4450 Maint. - Structures/Grounds		0	0	0	275,000	0	542,800	1,500	0	0	15,000	0	0	0	0
4451 Maintenance of Equipment		85,300	0	0	16,200	0	81,000	10,000	0	0	2,000	0	39,753	0	0
4452 Utilities - Water/Sewer		0	0	0	0	750	1,290,000	1,000	0	0	3,800	0	0	0	0
4453 Utilities - Gas/Electric/Other		0	0	0	323,850	1,700	0	0	0	0	0	0	0	0	0
4454 Communications		0	0	1,800	0	0	28,112	19,680	0	0	9,600	0	105,431	720	0
4459 Memberships & Subscriptions		19,585	0	0	135	0	1,200	0	0	0	0	0	0	165	0
4460 Travel		17,200	0	0	240	0	93,000	0	0	0	0	0	0	450	0
4461 Training & Conferences		7,950	0	0	1,800	0	2,750	0	0	0	1,500	0	0	485	0
4462 Publications & Legal Notices		2,400	0	0	0	0	0	0	0	0	0	0	0	0	0
4463 Legal Services		120,000	0	0	0	0	0	0	0	0	0	0	0	0	0
4464 Program Services/Supplies		5,900	8,900	5,000	0	0	0	17,400	4,080	7,500	2,500	5,080	0	9,360	0
4465 Professional Services		231,150	0	0	41,260	7,500	15,610	8,200	0	0	5,040	62,000	300,608	0	0
4466 Licensing		9,250	0	0	0	0	1,500	9,000	0	0	0	0	0	0	0
4467 Field Trips & Events		0	0	0	0	0	0	0	42,560	0	0	0	0	0	0
4468 Instructors & Sports Officials		0	20,700	34,400	0	0	0	0	28,800	0	0	0	0	0	0
4470 Insurance		599,240	0	0	0	0	0	0	0	0	0	0	0	0	17,000
4476 Rent & Lease - Equipment		0	0	0	900	0	16,800	19,452	0	0	7,660	0	14,400	51,600	0
4477 Rent & Lease - Structures		0	0	0	0	5,000	140,400	44,064	0	0	11,100	0	0	0	0
4478 Rent & Lease - Vehicle		0	0	0	0	0	155,820	0	0	0	0	0	0	0	0
4699 Miscellaneous Expense		0	0	0	0	0	0	0	0	0	0	0	0	0	0
4704 Finance Charges/Rec Software Credit Card Fees		0	0	0	0	0	0	0	0	0	0	0	0	34,800	0
4705 Rec Software Transaction Fees		0	0	0	0	0	0	0	0	0	0	0	0	28,000	0
CAPITAL EQUIPMENT		0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL SERVICES & SUPPLIES		1,110,648	29,600	41,200	673,395	15,400	2,536,052	170,696	78,440	10,800	91,700	67,080	511,242	146,200	18,100
TOTAL OPERATING EXPENSES		3,204,973	29,600	41,200	1,756,807	29,903	4,665,070	3,560,731	247,310	170,561	1,141,211	67,080	511,242	338,635	135,402
Revenue less expense		10,335,920	76,342	30,835	(1,756,807)	22,497	(4,256,818)	(75,131)	(126,785)	2,239	(676,881)	(67,080)	(511,242)	(328,285)	184,406
Cost Recovery Percentage Rev/Exp		422%	358%	175%	N/A	175%	9%	98%	49%	101%	41%	N/A	N/A	3%	236%

FY 21-22 Unit Budget Summary		Unit 26 Youth Sports & Fitness	Unit 27 Field & Gym Rentals	Unit 31 Recreation Administration	Unit 32 Community Outreach	Unit 40 Believes Program	Unit 41 Middle School Program	Unit 42 Building Operations	Unit 54 Aquatics	Unit 57 Concessions	Unit 45 Capital Equip	Operating Budget FY 21-22	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Preliminary
REVENUE		276,340	597,600	0	0	148,586	112,321	0	532,674	21,550	0	20,442,006	22,569,054	20,172,592	17,396,574
SALARIES & BENEFITS															
4120	Full Time Salaries	62,481	121,988	432,933	375,174	0	0	231,130	0	0	0	6,519,992	5,746,727	7,074,273	6,077,388
4121	Part Time Benefited	0	0	0	94,255	0	0	0	0	4,342	0	797,629	2,346,671	1,496,691	990,909
4122	Part Time Wages	88,014	35,153	0	0	141,834	93,334	25,410	400,915	0	0	1,732,024	2,561,659	1,749,256	629,067
4124	Board of Directors Stipends	0	0	0	0	0	0	0	0	0	0	36,000	23,500	28,950	31,400
4126	Retirement	3,393	6,624	190,652	165,633	0	0	12,652	0	174	0	1,790,201	1,265,065	1,683,357	1,524,109
4128	Employee Group Insurance	14,453	28,906	63,673	74,869	0	0	72,265	0	790	0	1,582,995	1,706,047	1,898,747	1,584,005
4130	Workers Compensation	2,874	3,001	4,551	4,216	2,709	1,783	23,037	26,112	83	0	322,257	560,344	399,917	251,742
4200	Medicare/FICA	11,513	12,021	6,278	12,651	10,850	7,140	19,625	30,670	332	0	466,568	523,855	503,781	355,011
4150	Unemployment	0	0	0	0	0	0	0	0	0	0	72,000	0	112,249	388,851
TOTAL SALARIES & BENEFITS		182,728	207,694	698,086	726,798	155,393	102,257	384,120	457,697	5,721	0	13,319,665	14,733,868	14,947,221	11,832,482
SERVICES & SUPPLIES															
4403	Agricultural Supplies	0	10,000	0	0	0	0	0	0	0	0	117,000	90,659	33,479	34,732
4417	Uniforms/Safety Products	500	500	1,000	250	0	0	800	2,500	100	0	33,650	30,048	31,402	21,272
4432	Household Supplies	0	200	0	0	0	1,200	24,000	0	300	0	48,500	117,836	104,133	39,400
4440	Food	600	0	600	2,800	0	2,400	0	0	10,900	0	49,873	140,532	94,168	18,224
4442	Office Supplies	200	500	1,500	0	0	2,400	300	0	200	0	53,440	71,702	57,352	19,845
4444	Medical	200	0	0	0	0	1,200	0	1,000	0	0	10,350	21,627	12,253	7,723
4446	Tools & Instruments	0	1,000	0	0	0	0	500	2,000	0	0	29,100	32,867	21,227	15,319
4447	Non-Capital Equipment	0	0	0	0	0	0	0	0	0	0	74,900	118,805	53,823	24,491
4450	Maint. - Structures/Grounds	0	1,000	0	0	0	0	0	53,000	0	0	888,300	1,056,806	892,252	547,537
4451	Maintenance of Equipment	0	4,000	0	0	0	0	0	1,500	0	0	239,753	115,395	188,649	186,427
4452	Utilities - Water/Sewer	0	0	0	0	0	0	0	0	0	0	1,295,550	1,241,002	1,308,528	1,431,310
4453	Utilities - Gas/Electric/Other	0	0	0	0	0	0	0	0	0	0	325,550	451,606	370,598	314,273
4454	Communications	0	0	0	0	0	1,200	600	0	0	0	167,143	132,213	146,291	139,027
4459	Memberships & Subscriptions	0	330	1,255	1,950	0	0	0	144	0	0	24,764	31,464	32,375	27,189
4460	Travel	100	100	2,150	0	0	0	0	0	0	0	113,240	131,292	96,958	77,316
4461	Training & Conferences	100	200	1,750	0	0	0	0	1,800	0	0	18,335	46,378	13,463	3,366
4462	Publications & Legal Notices	0	0	0	0	0	0	0	0	0	0	2,400	4,485	3,179	2,106
4463	Legal Services	0	0	0	0	0	0	0	0	0	0	120,000	136,330	132,000	120,000
4464	Program Services/Supplies	3,500	0	0	2,050	0	3,600	1,200	750	0	0	76,820	130,309	125,076	249,100
4465	Professional Services	0	4,500	0	0	0	0	0	1,050	420	0	677,338	909,105	1,438,162	850,170
4466	Licensing	0	0	0	0	0	0	0	750	0	0	20,500	25,233	19,947	14,304
4467	Field Trips & Events	0	0	0	0	0	0	0	0	0	0	42,560	134,397	89,288	(965)
4468	Instructors & Sports Officials	30,960	0	0	0	0	0	0	0	0	0	114,860	372,494	230,261	99,724
4470	Insurance	0	0	0	0	0	0	0	0	0	0	616,240	303,275	403,470	546,180
4476	Rent & Lease - Equipment	0	0	0	0	0	0	0	0	0	0	110,812	105,419	105,334	108,136
4477	Rent & Lease - Structures	0	0	0	0	0	0	0	0	0	0	200,564	141,603	205,033	181,289
4478	Rent & Lease - Vehicle	0	0	0	0	0	0	0	0	0	0	155,820	0	146,046	17,373
4699	Miscellaneous Expense	0	0	0	0	0	0	0	0	0	0	0	(116)	135	146
4704	Finance Charges/Rec Software Credit Card Fees	0	0	0	0	0	0	0	0	0	0	34,800	74,370	44,167	35,275
4705	Rec Software Transaction Fees	0	0	0	0	0	0	0	0	0	0	28,000	43,694	30,330	11,000
CAPITAL EQUIPMENT		0	0	0	0	0	0	0	0	0	0	0	318,780	39,128	8,795
TOTAL SERVICES & SUPPLIES		36,160	22,330	8,255	7,050	0	12,000	27,400	64,494	11,920	0	5,690,162	6,529,610	6,468,507	5,150,084
TOTAL OPERATING EXPENSES		218,888	230,024	706,341	733,848	155,393	114,257	411,520	522,191	17,641	0	19,009,827	21,263,478	21,415,728	16,982,566
Revenue less expense		57,452	367,576	(706,341)	(733,848)	(6,807)	(1,936)	(411,520)	10,484	3,909	0	1,432,179	1,305,576	(1,243,136)	414,008
Cost Recovery Percentage Rev/Exp		126%	260%	N/A	N/A	N/A	98%	N/A	102%	122%	N/A	108%	106%	94%	102%

FY 21-22 Unit Budget Summary ADMINISTRATION	Unit 01 Admin	Unit 17 Marketing & Public Information	Unit 18 Technology & Communications	Unit 20 Customer & Business Services	Unit 57 Concessions	Unit 45 Capital Equip	Operating Budget FY 21-22	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Preliminary
REVENUE	13,540,892	0	0	10,350	21,550	0	13,572,792	12,215,831	12,954,615	13,238,171
SALARIES & BENEFITS										
4120 Full Time Salaries	1,228,563	0	0	77,272	0	0	1,305,835	1,247,772	1,669,644	1,243,883
4121 Part Time Benefited	98,119	0	0	0	4,342	0	102,461	421,018	245,181	133,404
4122 Part Time Wages	4,457	0	0	95,741	0	0	100,198	92,308	53,305	22,437
4124 Board of Directors Stipends	36,000	0	0	0	0	0	36,000	23,500	28,950	31,400
4126 Retirement	357,558	0	0	4,636	174	0	362,368	269,803	412,105	310,340
4128 Employee Group Insurance	237,400	0	0	962	790	0	239,152	284,101	357,839	242,348
4130 Workers Compensation	5,215	0	0	588	83	0	5,886	(12,178)	5,374	5,295
4200 Medicare/FICA	55,013	0	0	13,235	332	0	68,580	71,516	80,962	62,128
4150 Unemployment	72,000	0	0	0	0	0	72,000	0	112,249	388,851
TOTAL SALARIES & BENEFITS	2,094,325	0	0	192,435	5,721	0	2,292,480	2,397,840	2,965,609	2,440,086
SERVICES & SUPPLIES										
4417 Uniforms/Safety Products	500	0	0	500	100	0	1,100	1,930	1,599	147
4432 Household Supplies	0	0	0	600	300	0	900	1,407	1,107	39
4440 Food	3,073	0	0	1,320	10,900	0	15,293	28,412	18,910	1,027
4442 Office Supplies	3,600	0	0	18,200	200	0	22,000	39,481	31,282	8,593
4444 Medical	4,750	0	0	0	0	0	4,750	16,044	7,240	2,433
4446 Tools & Instruments	0	0	0	0	0	0	0	50	0	0
4447 Non-Capital Equipment	750	0	51,050	0	0	0	51,800	40,203	22,938	16,836
4451 Maintenance of Equipment	85,300	0	39,753	0	0	0	125,053	26,750	86,172	94,251
4454 Communications	0	0	105,431	720	0	0	106,151	102,955	106,245	94,466
4459 Memberships & Subscriptions	19,585	0	0	165	0	0	19,750	22,593	20,135	17,140
4460 Travel	17,200	0	0	450	0	0	17,650	26,335	13,125	7,577
4461 Training & Conferences	7,950	0	0	485	0	0	8,435	22,357	5,233	825
4462 Publications & Legal Notices	2,400	0	0	0	0	0	2,400	4,485	3,058	2,106
4463 Legal Services	120,000	0	0	0	0	0	120,000	136,330	132,000	120,000
4464 Program Services/Supplies	5,900	5,080	0	9,360	0	0	20,340	23,361	51,411	220,931
4465 Professional Services	231,150	62,000	300,608	0	420	0	594,178	595,952	1,042,110	762,693
4466 Licensing	9,250	0	0	0	0	0	9,250	13,568	9,145	3,393
4467 Field Trips & Events	0	0	0	0	0	0	0	50	0	0
4470 Insurance	599,240	0	0	0	0	0	599,240	273,252	381,158	544,765
4476 Rent & Lease - Equipment	0	0	14,400	51,600	0	0	66,000	47,317	43,145	57,222
4477 Rent & Lease - Structures	0	0	0	0	0	0	0	0	21	0
4699 Miscellaneous Expense	0	0	0	0	0	0	0	(116)	135	146
4704 Finance Charges/Rec Software Credit Card Fees	0	0	0	34,800	0	0	34,800	74,370	44,167	35,275
4705 Rec Software Transaction Fees	0	0	0	28,000	0	0	28,000	43,694	30,330	11,000
CAPITAL EQUIPMENT	0	0	0	0	0	0	0	318,780	39,128	8,795
TOTAL SERVICES & SUPPLIES	1,110,648	67,080	511,242	146,200	11,920	0	1,847,090	1,859,560	2,089,794	2,009,660
TOTAL OPERATING EXPENSES	3,204,973	67,080	511,242	338,635	17,641	0	4,139,570	4,257,400	5,055,403	4,449,746
Revenue less expense	10,335,920	(67,080)	(511,242)	(328,285)	3,909	0	9,433,222	7,958,431	7,899,212	8,788,425
Cost Recovery Percentage Rev/Exp	422%	N/A	N/A	3%	122%	N/A	328%	287%	256%	298%

FY 21-22 Unit Budget Summary PARKS & FACILITY MAINTENANCE		Unit 05 Building Maint.	Unit 07 Park Operations	Operating Budget FY 21-22	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Preliminary
REVENUE		0	408,252	408,252	432,964	337,401	353,437
SALARIES & BENEFITS							
4120	Full Time Salaries	593,172	1,301,374	1,894,546	1,559,528	1,981,329	1,775,049
4121	Part Time Benefited	0	0	0	368,740	34,119	11,436
4122	Part Time Wages	85,880	56,013	141,893	70,959	72,341	33,548
4126	Retirement	210,660	262,899	473,559	324,365	451,876	427,419
4128	Employee Group Insurance	117,448	316,244	433,692	429,945	482,562	442,596
4130	Workers Compensation	52,157	117,710	169,867	237,204	196,773	142,555
4200	Medicare/FICA	24,095	74,778	98,873	78,553	82,351	73,924
TOTAL SALARIES & BENEFITS		1,083,412	2,129,018	3,212,431	3,069,294	3,301,351	2,906,527
SERVICES & SUPPLIES							
4403	Agricultural Supplies	450	105,300	105,750	83,890	29,183	33,464
4417	Uniforms/Safety Products	1,500	19,000	20,500	15,192	17,727	14,306
4432	Household Supplies	240	19,360	19,600	35,681	37,528	11,171
4440	Food	180	1,200	1,380	6,860	3,424	571
4442	Office Supplies	240	4,800	5,040	7,294	5,549	3,005
4444	Medical	0	400	400	1,139	662	1,745
4446	Tools & Instruments	9,000	12,000	21,000	25,570	17,336	11,800
4447	Non-Capital Equipment	2,400	5,000	7,400	8,086	15,537	1,217
4450	Maint. - Structures/Grounds	275,000	542,800	817,800	956,212	762,323	481,507
4451	Maintenance of Equipment	16,200	81,000	97,200	70,604	78,996	89,752
4452	Utilities - Water/Sewer	0	1,290,000	1,290,000	1,237,148	1,303,952	1,427,707
4453	Utilities - Gas/Electric/Other	323,850	0	323,850	450,057	369,297	313,666
4454	Communications	0	28,112	28,112	2,927	11,669	15,714
4459	Memberships & Subscriptions	135	1,200	1,335	2,241	5,998	6,259
4460	Travel	240	93,000	93,240	100,356	79,529	69,524
4461	Training & Conferences	1,800	2,750	4,550	10,986	2,528	2,371
4464	Program Services/Supplies	0	0	0	180	373	191
4465	Professional Services	41,260	15,610	56,870	56,176	221,757	61,694
4466	Licensing	0	1,500	1,500	1,524	880	989
4476	Rent & Lease - Equipment	900	16,800	17,700	19,742	23,454	11,626
4477	Rent & Lease - Structures	0	140,400	140,400	97,587	140,878	126,129
4478	Rent & Lease - Vehicle	0	155,820	155,820	0	146,046	17,373
TOTAL SERVICES & SUPPLIES		673,395	2,536,052	3,209,447	3,189,452	3,274,626	2,701,781
TOTAL OPERATING EXPENSES		1,756,807	4,665,070	6,421,878	6,258,746	6,575,977	5,608,308
Revenue less expense		(1,756,807)	(4,256,818)	(6,013,626)	(5,825,782)	(6,238,576)	(5,254,871)
Cost Recovery Percentage Rev/Exp		N/A	9%	6%	7%	5%	6%

FY 21-22 Unit Budget Summary COMMUNITY SERVICES	Unit 06 Camp Shelly	Unit 09 Extended Student Services	Unit 10 Senior Services	Unit 11 Preschool	Unit 16 Open Space	Unit 32 Community Outreach	Unit 40 Believes Program	Unit 41 Middle School Program	Operating Budget FY 21-22	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Preliminary
REVENUE	52,400	3,485,600	120,525	172,800	464,330	0	148,586	112,321	4,556,562	7,167,012	5,540,342	3,012,987
SALARIES & BENEFITS												
4120 Full Time Salaries	0	1,474,300	68,278	0	508,232	375,174	0	0	2,425,984	2,179,657	2,544,989	2,311,950
4121 Part Time Benefited	0	505,188	36,312	0	59,413	94,255	0	0	695,168	1,266,529	970,807	766,006
4122 Part Time Wages	13,248	237,907	24,788	146,315	228,338	0	141,834	93,334	885,764	1,571,157	1,097,206	374,168
4126 Retirement	0	495,378	5,549	0	71,687	165,633	0	0	738,247	514,954	632,181	602,609
4128 Employee Group Insurance	0	532,290	22,144	0	101,551	74,869	0	0	730,854	768,221	852,609	741,943
4130 Workers Compensation	241	41,400	1,901	2,253	25,233	4,216	2,709	1,783	79,736	202,944	118,077	67,222
4200 Medicare/FICA	1,013	103,572	9,897	11,193	55,057	12,651	10,850	7,140	211,374	267,556	245,039	167,722
TOTAL SALARIES & BENEFITS	14,503	3,390,035	168,870	159,761	1,049,511	726,798	155,393	102,257	5,767,128	6,771,018	6,460,908	5,031,620
SERVICES & SUPPLIES												
4403 Agricultural Supplies	0	0	0	0	1,250	0	0	0	1,250	2,745	749	597
4417 Uniforms/Safety Products	0	0	0	0	6,200	250	0	0	6,450	8,092	7,262	5,322
4432 Household Supplies	200	0	0	1,500	900	0	0	1,200	3,800	28,941	26,724	17,206
4440 Food	0	18,000	3,000	600	5,200	2,800	0	2,400	32,000	91,153	63,627	16,626
4442 Office Supplies	0	18,000	0	600	2,600	0	0	2,400	23,600	17,703	18,364	7,750
4444 Medical	50	1,600	0	600	550	0	0	1,200	4,000	1,830	4,004	3,067
4446 Tools & Instruments	200	1,600	0	0	2,800	0	0	0	4,600	6,069	2,756	3,443
4447 Non-Capital Equipment	0	1,200	0	0	14,000	0	0	0	15,200	18,914	9,163	6,425
4450 Maint. - Structures/Grounds	0	1,500	0	0	15,000	0	0	0	16,500	36,576	46,228	31,232
4451 Maintenance of Equipment	0	10,000	0	0	2,000	0	0	0	12,000	1,964	1,922	2,315
4452 Utilities - Water/Sewer	750	1,000	0	0	3,800	0	0	0	5,550	3,854	4,576	3,603
4453 Utilities - Gas/Electric/Other	1,700	0	0	0	0	0	0	0	1,700	1,549	1,301	607
4454 Communications	0	19,680	0	0	9,600	0	0	1,200	30,480	22,906	26,778	28,247
4459 Memberships & Subscriptions	0	0	0	0	0	1,950	0	0	1,950	2,996	3,401	2,866
4460 Travel	0	0	0	0	0	0	0	0	0	2,624	1,504	215
4461 Training & Conferences	0	0	0	0	1,500	0	0	0	1,500	5,273	2,017	170
4462 Publications & Legal Notices	0	0	0	0	0	0	0	0	0	0	121	0
4464 Program Services/Supplies	0	17,400	4,080	7,500	2,500	2,050	0	3,600	37,130	69,680	53,963	21,646
4465 Professional Services	7,500	8,200	0	0	5,040	0	0	0	20,740	62,046	75,839	23,694
4466 Licensing	0	9,000	0	0	0	0	0	0	9,000	10,141	9,922	9,922
4467 Field Trips & Events	0	0	42,560	0	0	0	0	0	42,560	132,714	88,524	(965)
4468 Instructors & Sports Officials	0	0	28,800	0	0	0	0	0	28,800	24,556	24,249	35,346
4476 Rent & Lease - Equipment	0	19,452	0	0	7,660	0	0	0	27,112	29,005	27,618	34,554
4477 Rent & Lease - Structures	5,000	44,064	0	0	11,100	0	0	0	60,164	44,016	64,134	55,160
TOTAL SERVICES & SUPPLIES	15,400	170,696	78,440	10,800	91,700	7,050	0	12,000	386,086	625,347	564,746	309,048
TOTAL OPERATING EXPENSES	29,903	3,560,731	247,310	170,561	1,141,211	733,848	155,393	114,257	6,153,214	7,396,365	7,025,654	5,340,668
Revenue less expense	22,497	(75,131)	(126,785)	2,239	(676,881)	(733,848)	(6,807)	(1,936)	(1,596,652)	(229,353)	(1,485,312)	(2,327,681)
Cost Recovery Percentage Rev/Exp	175%	98%	49%	101%	41%	N/A	N/A	98%	74%	97%	79%	56%

FY 21-22 Unit Budget Summary RECREATION	Unit 02 Recreation Classes	Unit 03 Adult Sports & Fitness	Unit 25 Facility Use & Rentals	Unit 26 Youth Sports & Fitness	Unit 27 Field & Gym Rentals	Unit 31 Recreation Administration	Unit 42 Building Operations	Unit 54 Aquatics	Operating Budget FY 21-22	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Preliminary
REVENUE	105,942	72,035	319,808	276,340	597,600	0	0	532,674	1,904,399	2,753,247	1,340,234	791,979
SALARIES & BENEFITS												
4120 Full Time Salaries	0	0	45,095	62,481	121,988	432,933	231,130	0	893,627	759,770	878,311	746,506
4121 Part Time Benefited	0	0	0	0	0	0	0	0	0	290,384	246,584	80,063
4122 Part Time Wages	0	0	54,677	88,014	35,153	0	25,410	400,915	604,169	827,235	526,404	198,914
4126 Retirement	0	0	2,706	3,393	6,624	190,652	12,652	0	216,027	155,943	187,195	183,741
4128 Employee Group Insurance	0	0	0	14,453	28,906	63,673	72,265	0	179,297	223,780	205,737	157,118
4130 Workers Compensation	0	0	7,192	2,874	3,001	4,551	23,037	26,112	66,767	132,374	79,693	36,670
4200 Medicare/FICA	0	0	7,633	11,513	12,021	6,278	19,625	30,670	87,740	106,230	95,429	51,237
TOTAL SALARIES & BENEFITS	0	0	117,302	182,728	207,694	698,086	384,120	457,697	2,047,627	2,495,716	2,219,353	1,454,249
SERVICES & SUPPLIES												
4403 Agricultural Supplies	0	0	0	0	10,000	0	0	0	10,000	4,024	3,547	671
4417 Uniforms/Safety Products	0	0	300	500	500	1,000	800	2,500	5,600	4,834	4,814	1,497
4432 Household Supplies	0	0	0	0	200	0	24,000	0	24,200	51,807	38,774	10,984
4440 Food	0	0	0	600	0	600	0	0	1,200	14,107	8,207	0
4442 Office Supplies	0	0	300	200	500	1,500	300	0	2,800	7,224	2,157	497
4444 Medical	0	0	0	200	0	0	0	1,000	1,200	2,614	347	478
4446 Tools & Instruments	0	0	0	0	1,000	0	500	2,000	3,500	1,178	1,135	76
4447 Non-Capital Equipment	0	0	500	0	0	0	0	0	500	51,602	6,185	13
4450 Maint. - Structures/Grounds	0	0	0	0	1,000	0	0	53,000	54,000	64,018	83,701	34,798
4451 Maintenance of Equipment	0	0	0	0	4,000	0	0	1,500	5,500	16,077	21,559	109
4454 Communications	0	1,800	0	0	0	0	600	0	2,400	3,425	1,599	600
4459 Memberships & Subscriptions	0	0	0	0	330	1,255	0	144	1,729	3,634	2,841	924
4460 Travel	0	0	0	100	100	2,150	0	0	2,350	1,977	2,800	0
4461 Training & Conferences	0	0	0	100	200	1,750	0	1,800	3,850	7,762	3,685	0
4464 Program Services/Supplies	8,900	5,000	0	3,500	0	0	1,200	750	19,350	37,088	19,329	6,332
4465 Professional Services	0	0	0	0	4,500	0	0	1,050	5,550	194,931	98,456	2,089
4466 Licensing	0	0	0	0	0	0	0	750	750	0	0	0
4467 Field Trips & Events	0	0	0	0	0	0	0	0	0	1,633	764	0
4468 Instructors & Sports Officials	20,700	34,400	0	30,960	0	0	0	0	86,060	347,938	206,012	64,378
4470 Insurance	0	0	17,000	0	0	0	0	0	17,000	30,023	22,312	1,415
4476 Rent & Lease - Equipment	0	0	0	0	0	0	0	0	0	9,355	11,117	4,734
TOTAL SERVICES & SUPPLIES	29,600	41,200	18,100	36,160	22,330	8,255	27,400	64,494	247,539	855,251	539,341	129,595
TOTAL OPERATING EXPENSES	29,600	41,200	135,402	218,888	230,024	706,341	411,520	522,191	2,295,166	3,350,967	2,758,694	1,583,844
Revenue less expense	76,342	30,835	184,406	57,452	367,576	(706,341)	(411,520)	10,484	(390,766)	(597,720)	(1,418,460)	(791,865)
Cost Recovery Percentage Rev/Exp	358%	175%	236%	126%	260%	N/A	N/A	102%	83%	82%	49%	50%

LIVERMORE AREA RECREATION & PARK DISTRICT ACCOUNT ID GUIDELINES

(Note that the examples listed below are for illustrative purposes and are not meant to be comprehensive)

4403 *Items used for Agricultural purposes*
Agricultural Supplies Fertilizers Sand
 Herbicides Seed
 Nursery Stock Soil Amendments
 Pest Abatement Supplies

4417 *Uniforms & Safety Equipment/Products*
Uniforms/Safety Products Aprons Hand Sanitizer
 Boots Helmets
 Clothing Allowance Masks
 Eye & Ear Protection Name Tags
 Gloves Safety Belts
 Uniforms

4432 *Consumable facility household supplies*
Household Supplies **Unit Coding:** Standard Supplies (RLCC is Unit 42, ESS is Unit 09); Non-standard are Unit-specific)
 Janitorial Supplies Laundry Services
 Kitchen Supplies Restroom Supplies

4440 *Food & refreshments for programs, events, and meetings*
Food **Unit Coding:** UNIT-Specific
 For district events, café supplies, program-specific needs (eg ESS, aquatics tournaments)
 For volunteer, employee, and board meetings/activities
 Facility Break Room water, coffee, tea, etc.

4442 *Consumable Office supplies & services*
Office Supplies **Unit Coding:** Standard stocked supplies (RLCC is Unit 20); non-standard items are Unit-specific
 Books, manuals, videos Paper, pencils, pens, etc.
 Business Cards Postage
 Computer/printer consumable supplies (such as cartridges)

4444 *Medical Supplies & Services*
Medical First Aid Supplies Vaccinations
 Medical exams and testing

4446 *Tools, Instruments & Equipment (excluding IT) with a UNIT Cost under \$5,000*
Tools & Instruments **Unit Coding:** generally 05,07, 16; Unit-specific
 Flashlights Padlocks & keys
 Hoses, Nozzles Tools (Fire, landscaping, hand, power)
 Ladders Wheelbarrows

4447 Non Capital Equipment	<i>Furniture, Fixtures & Equipment with a UNIT Cost under \$5,000</i> (excluding Tools & Instruments #4446)	
	Furniture, decorative fixtures	Linens
	Office equipment, appliances & fixtures	Program Equipment
	IT Hardware & Software (Unit 18)	Signage (Facility & Park)
4450 Maintenance - Structures & Grounds	<i>Expenditures for maintaining the useful life of structures & grounds.</i>	
	ADA accessibility improvements	Painting supplies & services
	Electrical supplies & service	Playground surface material
	Fencing & Gates	Pool Chemicals & Test Kits
	Grading	Rock AB, asphalt, concrete
	Irrigation supplies	
4451 Maintenance - Equipment	<i>Expenditures for keeping equipment, tools, furniture and fixtures in efficient operating condition</i>	
	Auto/Vehicle Supplies & Maintenance	Software and hardware maintenance & support agreements
	Maintenance service contracts	
4452 Utilities - Water/Sewer	<i>Water & Sewer</i>	
4453 Utilities - Gas/Electric/Other	<i>Electricity, natural gas, butane & fuel oil</i>	
4454 Communications	<i>Telephone systems & service, fax, phone lines, Internet Connections</i>	
4459 Memberships & Subscriptions	<i>Membership Fees & subscriptions</i>	
4460 Travel	<i>Travel for LARPD personnel & Board Members (including travel to & from conferences/offsite training, etc.)</i>	
	Air Fare	Mileage
	Fuel	Reimbursement for meals
	Lodging	Tolls & parking fees
4461 Training & Conferences	<i>NEW ACCOUNT as of 3/17: Training for LARPD personnel & Board Members</i>	
	Conference registration fees	Training, seminars & workshops
4462 Publications & Legal Notices	<i>Publication of legally required notices, reports & CEQA documents</i>	
	Election expenses	Proposals & Bids
	Employment ads/publicity	
4463 Legal	<i>Legal counsel (general, HR, other)</i>	

4464 Program Services/Supplies	<i>Unit/Program specific services and supplies (typically consumables)</i> Excludes Household (4432) and Office (4442) supplies and Food (4440) Toys, games, puzzles, sports equipment, photography products & services, playground and classroom supplies, water exercise and play items, teaching aids and aquatics tournament fees Volunteer programs/recognition	
4465 Professional Services	<i>Professional & Contracted services</i> Advertising, publicity, and promotion First Aid Training for classes/programs Alarm Monitoring Insurance Brokerage Services Architectural Design IT Support & Services Audit, Security, Consultants Laundry Services Cleaning and Disinfecting Services Printing Services Entertainment Services Trash Removal Exterminating Services	
4466 Licensing	<i>Licensing/permit-related: required for business operations</i> Commercial Driver's License Fees Fingerprinting Daycare/Teacher permits Pesticide Permits	
4467 Field Trips/Events	<i>Field trips & events</i> Admissions Meals for field trip participants (LARPD staff and public) Meals for LARPD staff attending special events and activities Transportation-related expenses for field trips/events (mileage reimbursement, tolls, vehicle rentals, airfare, train, and bus tickets)	
4468 Instructors & Sports Officials	<i>Instructor payments and sports officials fees</i>	
4470 Insurance	<i>Insurance premiums</i> Auto General Liability Event Worker's Comp	
4476 Rents & Leases - Equipment	<i>Rental & lease fees for use of equipment, tools, furniture & fixtures</i>	
4477 Rents & Leases - Structures & Grounds	<i>Rental & lease fees for the use of structures & grounds</i>	
4704 Finance Charges & Fees	<i>Finance Charges & Credit Card Fees</i> ACTIVE fees Finance charges Credit card Merchant Fees Late Fees	
4950-45 Capital Equipment	<i>Purchase of equipment with expected useful life of greater than 1 year and a UNIT Cost over \$5,000</i>	

**Livermore Area Recreation and Park District
FY 21-22 Headcount Plans**

Department / Unit	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
<u>Administration</u>												
1 Administration	12	12	12	12	12	12	12	12	12	12	12	12
17 Marketing	0	0	0	0	0	0	0	0	0	0	0	0
18 Technology and Communications	0	0	0	0	0	0	0	0	0	0	0	0
20 Customer and Business Services	7	7	7	7	7	7	7	7	7	7	7	7
57 Café	0	0	0	0	0	0	0	0	0	0	0	3
60 CIP Administration	1	1	1	1	1	1	1	1	1	1	1	1
Sub-total, Administration	20	20	20	20	20	20	20	20	20	20	20	23
<u>Recreation</u>												
2 Recreation Classes	0	0	0	0	0	0	0	0	0	0	0	0
3 Adult Sports and Fitness	0	0	0	0	0	0	0	0	0	0	0	0
25 Facility Use and Rentals	5	5	5	5	5	5	5	5	5	5	5	5
26 Youth Sports and Fitness	12	12	6	6	6	6	6	6	6	6	6	36
27 Field and Gym Rentals	3	3	4	4	4	4	4	4	4	4	4	4
31 Recreation Administration	4	4	4	4	4	4	4	4	4	4	4	4
42 Building Operations	7	7	7	7	6	6	6	6	7	7	7	7
54 Aquatics	54	58	14	10	10	10	10	10	10	10	10	76
Sub-total, Recreation	85	89	40	36	35	35	35	35	36	36	36	132
<u>Parks & Facility Maintenance</u>												
5 Building Maintenance	7	7	7	13	13	13	13	13	13	13	13	13
7 Park Operations	28	28	28	28	28	28	28	28	28	28	28	28
Sub-total, Parks & Facility Maintenance	35	35	35	41	41	41	41	41	41	41	41	41
<u>Community Services</u>												
6 Camp Shelly	3	3	0	0	0	0	0	0	0	0	0	0
9 ESS	51	51	51	51	51	51	51	51	51	51	51	51
10 Senior Services	3	3	3	3	3	3	3	3	3	3	3	3
11 Preschool	4	10	10	10	10	10	10	10	10	10	10	10
16 Open Space	25	13	13	14	14	14	14	14	14	14	14	14
32 Community Outreach	5	5	5	5	5	5	5	5	5	5	5	5
40 Believes	0	8	8	8	8	8	8	8	8	8	8	8
41 PAL	0	5	5	5	5	5	5	5	5	5	5	5
Sub-total, Community Services	91	98	95	96	96	96	96	96	96	96	96	96
District Total	231	242	190	193	192	192	192	192	193	193	193	292

Capital Improvement Program (CIP) Budget Overview

- 1 **The current CIP Budget includes the following projects:**
 - A Rodeo Stadium Improvements project (\$340k), the timing of which has been pushed from FY20-21 to FY21-22.
 - B Michell Buildings replacement, now projected at \$1.3M (\$165k below the approved budget) and funded through AB1600, and expected to be completed in Spring 2022.
 - C Solar project, a 4-5 month construction project to create two car-ports, each supporting solar panels capable of producing a total of 360kW with zero capital outlay, began late March and is expected to be completed by July, 2021; this project will allow for the onset of the District's long-awaited Power Purchasing Agreement (PPA), a 34-year agreement that will provide for the purchase, at below-market energy prices, of the energy produced by the aforementioned solar panels that will be owned and maintained by the District's third-party partner in this endeavor.
 - D May Nissen Pool Resurfacing, a \$200k project that is assumed to be completed prior to FY21-22; this project will support expanded Aquatics rental and programming opportunities.
 - E Patterson Ranch trail project is now assumed to resume in FY21-22.
 - F Bike Pump Track – consulting to reassess this project began in late FY20-21, with project design work to follow in early FY21-22.
 - G Shade Structure deployment will resume in FY21-22.
 - H “Park Capacity Enhancements” represents a conglomeration of AB1600-funded projects to facilitate outdoor activities (such as pavilions, etc).
 - I Several modest projects are planned to address infrastructure enhancements at May Nissen.
- 2 The District’s revised CIP planning process, which allows for the critical review of projects as major phases are completed (Concept, Design, Bid, Construction), will support the consideration of additional projects throughout the year.

FY2020-21 Through FY22-23 CIP Budget

Item	Project #	Project Name	Funding Source
1	902	Joe Michell Building	AB1600
2	719	Sunset Park Renovation	AB1600
3	732	Solar Energy Implementation	n/a
4	109	May Nissen Pool Resurfacing	General Fund
5	730	Rodeo Stadium Infrastructure Improvements	General Fund
6	723	Patterson Ranch Trail	AB1600
7	451	Bike Pump Track	AB1600
8	455	Shade Structures/Various Parks	AB1600
9	727	May Nissen Bleacher Demolition	General Fund
10		Park Capacity Enhancements	AB1600
11	004	Resurface/restripe May Nissen Tennis Court	AB1600
12	005	May Nissen Tennis Court Fence	General Fund
13	002	May Nissen Basketball Court Paint/Re-stripe	General Fund
14	001	May Nissen Fence Replacement	General Fund

Annual Totals		
FY20-21	FY21-22	FY22-23
509,951	875,000	-
32,827	-	-
-	-	-
200,000	-	-
52,325	287,675	-
72,505	44,495	-
56,000	300,000	-
-	280,000	280,000
33,000	-	-
77,000	923,000	1,000,000
45,000	-	-
62,000	-	-
20,000	-	-
-	80,000	-
\$ 1,160,607	\$ 2,790,170	\$ 1,280,000
AB1600	\$793,282	\$2,422,495
General Fund	\$367,325	\$0
TOTALS	\$1,160,607	\$2,790,170
	\$1,160,607	\$1,280,000

LARPD Operating Unit Supervisors - by Department

	<u>Division</u>	<u>Department</u>	<u>Manager</u>	<u>Supervisor</u>
01	Administration	Admin	Fuzie	
17	Marketing & Public Information	Admin	Fuzie	
18	Technology and Communications	Admin	Schneider	
20	Customer & Business Services	Admin	Schneider	Dreher
45	Capital Equipment	Admin	Schneider	
57	Concessions	Admin	Schneider	Dreher
60	Planning and CIP Administration	Admin	Schneider	
06	Camp Shelly	Community Services	Kirk	
09	Extended Student Services	Community Services	Kirk	Blair
10	Senior Services	Community Services	Kirk	Weisgerber
11	Preschool	Community Services	Kirk	Blair
16	Open Space	Community Services	Kirk	
32	Community Outreach	Community Services	Kirk	Weisgerber
40	Believes Program	Community Services	Kirk	Blair
41	Middle School Program	Community Services	Kirk	Blair
05	Building Maintenance	Parks	Haldeman	
07	Park Operations	Parks	Haldeman	
02	Recreation Classes	Recreation	Ikeda	Benjamin
03	Adult Sports & Fitness	Recreation	Ikeda	Wiedenfeld
25	Facility Use & Rentals	Recreation	Ikeda	Benjamin
26	Youth Sports & Fitness	Recreation	Ikeda	Wiedenfeld
27	Field & Gym Rentals	Recreation	Ikeda	Wiedenfeld
31	Recreation Administration	Recreation	Ikeda	
42	Building Operations	Recreation	Ikeda	Benjamin
54	Aquatics	Recreation	Ikeda	Lucky