TOWN OF SAN ANSELMO

Staff Report

April 17, 2014

For the Meeting of April 21, 2014

TO: Parks & Recreation Commission

FROM: David P. Donery, Community Services Director

SUBJECT: Financial Report on Recreation Fund

RECOMMENDATION

That the Commission review the Recreation Fund Revenue and Expenditure Report for the period ending March 31, 2014.

BACKGROUND

The Recreation Department offers a wide variety of fee-based programs throughout the fiscal year including sports programs and leagues, youth and adult classes, childcare and camps. Additional revenue is generated throughout facility rentals and administrative fees. The department has budgeted \$100,000 for facility upgrades to be completed during the current fiscal year. These funds come from the Recreation Fund balance, which ended the last fiscal year at \$191,155. This accounts for the difference between the current year's projected revenue and expenditure totals.

DISCUSSION

As of March 31, 2014, 75% of the fiscal year has elapsed and the Recreation Fund is at 84% of projected revenues and 62% of projected expenditures.

For historical comparison purposes, staff has developed the following table.

FY	ı	Revenue		Ехр	enditures		Rev Over/(Unde	er) Exp
	Budget	Actual	%	Budget	Actual	%	\$\$	%
2013-14	1,107,657	924,961	84%	1,207,657	743,249	62%	181,712	16.4%
2012-13	1,010,182	790,072	78%	1,010,182	610,455	60%	181,627	17.9%
2011-12	988,215	713,811	72%	988,215	674,538	68%	39,273	3.9%
2010-11	968,525	728,370	75%	968,525	702,746	73%	25,624	2.6%

Respectfully submitted,

David P. Donery

Community Services Director

Attachment 1: Revenue & Expenditure Report FY 2013-14: Recreation Fund as of 03/31/2014



Town of San Anselmo

Budget Report

Account Summary

For Fiscal: 2013-2014 Period Ending: 03/31/2014

		Original	Current	Period	Fiscal	Variance Favorable	Percent
		Total Budget	Total Budget	Activity	Activity	(Unfavorable)	
Fund: 21 - RECREATION							
Revenue							
Department: 61 - SP	PORTS						
21.61.48100	ADULT SPORTS	11,500.00	11,500.00	108.00	5,775.00	-5,725.00	-49.78%
<u>21.61.48101</u>	KIDS SPORTS	53,000.00	53,000.00	5,620.00	34,010.75	-18,989.25	-35.83%
21.61.48102	TENNIS	18,000.00	18,000.00	340.00	16,305.00	-1,695.00	-9.42%
21.61.48103	TUMBLING	198,000.00	198,000.00	13,681.60	148,717.50	-49,282.50	-24.89%
21.61.48105	ROOKIE BASEBALL	14,000.00	14,000.00	-615.00	3,602.00	-10,398.00	-74.27%
<u>21.61.48106</u>	ROOKIE SOCCER	36,500.00	36,500.00	247.50	34,908.14	-1,591.86	-4.36%
21.61.48107	ROOKIE BASKETBALL	16,500.00	16,500.00	0.00	26,289.75	9,789.75	159.33%
21.61.48108	SOFTBALL	12,500.00	12,500.00	845.00	14,920.50	2,420.50	119.36%
<u>21.61.48110</u>	YOUTH SOCCER	58,250.00	58,250.00	1,110.00	72,589.68	14,339.68	124.62%
	Department: 61 - SPORTS Total:	418,250.00	418,250.00	21,337.10	357,118.32	-61,131.68	-14.62 %
Department: 62 - CL	JLTURE						
21.62.48111	ADULT ART & SAFETY	9,493.00	9,493.00	0.00	4,811.00	-4,682.00	-49.32%
21.62.48112	ADULT CULTURE	6,123.00	6,123.00	998.00	5,901.00	-222.00	-3.63%
21.62.48114	KIDS ART & SAFETY	1,449.00	1,449.00	164.00	1,511.00	62.00	104.28%
21.62.48115	KIDS CULTURE	7,855.00	7,855.00	2,842.00	28,367.00	20,512.00	361.13%
21.62.48116	KIDS DANCE	2,492.00	2,492.00	0.00	916.00	-1,576.00	-63.24%
	Department: 62 - CULTURE Total:	27,412.00	27,412.00	4,004.00	41,506.00	14,094.00	51.42 %
Department: 63 - CH	HILD CARE						
21.63.48119	PARKSIDE	228,770.00	228,770.00	32,599.67	160,416.91	-68,353.09	-29.88%
21.63.48120	SUMMER SHORTS	32,000.00	32,000.00	0.00	0.00	-32,000.00	-100.00%
21.63.48121	STAY N PLAY	68,625.00	68,625.00	4,724.50	93,734.10	25,109.10	136.59%
21.63.48122	KINDERKOOL	58,750.00	58,750.00	24,631.71	24,631.71	-34,118.29	-58.07%
21.63.48123	SPECIALTY CAMPS	29,150.00	29,150.00	13,520.00	30,917.00	1,767.00	106.06%
21.63.48124	CAMP SPORTS	59,550.00	59,550.00	1,159.00	49,843.40	-9,706.60	-16.30%
21.63.48125	DAY CAMPS	56,250.00	56,250.00	100.00	32,887.95	-23,362.05	-41.53%
21.63.48131	ROBSON AFTER SCHOOL PROGRAM	85,250.00	85,250.00	12,781.50	106,411.24	21,161.24	124.82%
	Department: 63 - CHILD CARE Total:	618,345.00	618,345.00	89,516.38	498,842.31	-119,502.69	-19.33 %
Department: 64 - EV	ENTS AND OTHER						
21.64.48126	SPECIAL EVENTS	1,950.00	1,950.00	800.00	8,183.91	6,233.91	419.69%
21.64.48127	SODA MACHINE	200.00	200.00	0.00	140.78	-59.22	-29.61%
21.64.48128	FIELD RENTALS	13,500.00	13,500.00	608.00	10,230.50	-3,269.50	-24.22%
	Department: 64 - EVENTS AND OTHER Total:	15,650.00	15,650.00	1,408.00	18,555.19	2,905.19	18.56 %
Department: 65 - PR	ROGRAM ADMINISTRATION						
21.65.48129	MISC FEES	2,000.00	2,000.00	120.00	300.00	-1,700.00	-85.00%
21.65.48130	ADVERTISING	7,000.00	7,000.00	1,100.00	4,600.00	-2,400.00	-34.29%
21.65.48134	ADMIN REG FEE	0.00	0.00	33.33	341.67	341.67	0.00%
21.65.48135	ROBSON RENTAL INCOME	6,500.00	6,500.00	955.00	3,745.00	-2,755.00	-42.38%
21.65.48136	BANNER/HUB FEES	12,500.00	12,500.00	0.00	-47.00	-12,547.00	-100.38%
Depar	tment: 65 - PROGRAM ADMINISTRATION Total:	28,000.00	28,000.00	2,208.33	8,939.67	-19,060.33	-68.07 %
	Revenue Total:	1,107,657.00	1,107,657.00	118,473.81	924,961.49	-182,695.51	-16.49 %
Expense							
Department: 61 - SP	PORTS						
21.61.61155	ADULT SPORTS CONTRACT SERV	8,050.00	8,050.00	0.00	3,758.60	4,291.40	53.31%
21.61.61160	BASEBALL EXPENSES	1,600.00	1,600.00	0.00	300.00	1,300.00	81.25%
21.61.61161	BASKETBALL EXPENSES	6,500.00	6,500.00	328.83	4,592.39	1,907.61	29.35%
21.61.61162	KIDS SPORTS SERVICES	22,500.00	22,500.00	0.00	24,594.68	-2,094.68	-9.31%
21.61.61164	SOCCER SERVICES	5,400.00	5,400.00	0.00	0.00	5,400.00	100.00%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
21.61.61165	SOFTBALL SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00%
<u>21.61.61166</u>	TENNIS SERVICES	10,800.00	10,800.00	0.00	4,116.00	6,684.00	61.89%
21.61.61167	TUMBLING SERVICES	127,260.00	127,260.00	15,284.83	85,614.51	41,645.49	32.72%
21.61.61169	YOUTH SOCCER SERVICES	19,250.00	19,250.00	0.00	19,377.50	-127.50	-0.66%
21.61.62960	BASEBALL SUPPLIES	3,950.00	3,950.00	0.00	0.00	3,950.00	100.00%
<u>21.61.62961</u>	BASKETBALL SUPPLIES	2,200.00	2,200.00	0.00	2,954.68	-754.68	-34.30%
21.61.62962	KIDS SPORTS SUPPLIES	6,150.00	6,150.00	394.99	2,485.40	3,664.60	59.59%
21.61.62964	SOCCER SUPPLIES	6,750.00	6,750.00	0.00	43.40	6,706.60	99.36%
<u>21.61.62965</u>	SOFTBALL SUPPLIES	12,500.00	12,500.00	6,763.89	6,779.13	5,720.87	45.77%
21.61.62966	TENNIS SUPPLIES	500.00	500.00	0.00	0.00	500.00	100.00%
<u>21.61.62967</u>	TUMBLING SUPPLIES	1,200.00	1,200.00	0.00	625.00	575.00	47.92%
<u>21.61.62969</u>	YOUTH SOCCER SUPPLIES	14,500.00	14,500.00	102.10	17,516.56	-3,016.56	-20.80%
21.61.62989	ADULT SPORTS SUPPLIES	500.00	500.00	104.16	583.26	-83.26	-16.65%
	Department: 61 - SPORTS Total:	252,610.00	252,610.00	22,978.80	173,341.11	79,268.89	31.38 %
Department: 62 - CULTURE							
21.62.61170	ADULT ART & SAFETY SERVICES	5,480.00	5,480.00	1,488.00	1,572.60	3,907.40	71.30%
21.62.61171	ADULT CULTURE SERVICES	3,814.00	3,814.00	851.90	3,847.50	-33.50	-0.88%
21.62.61174	KIDS ART & SAFETY SERVICES	790.00	790.00	0.00	4,528.20	-3,738.20	-473.19%
21.62.61175	KIDS CULTURE SERVICES	4,468.00	4,468.00	1,598.00	4,587.80	-119.80	-2.68%
21.62.61176	KIDS DANCE SERVICES	1,491.00	1,491.00	0.00	549.90	941.10	63.12%
21.62.62971	ADULT CULTURE SUPPLIES	0.00	0.00	0.00	75.60	-75.60	0.00%
	Department: 62 - CULTURE Total:	16,043.00	16,043.00	3,937.90	15,161.60	881.40	5.49 %
Department: 63 - CHILD CAF	RE						
21.63.60000	REGULAR SALARIES	73,747.00	73,747.00	6,649.93	57,355.85	16,391.15	22.23%
21.63.60001	HOURLY HELP	0.00	0.00	70.00	70.00	-70.00	0.00%
21.63.60002	TEMP SALARIES	123,450.00	123,450.00	9,202.03	98,709.82	24,740.18	20.04%
21.63.60020	OVERTIME	5,500.00	5,500.00	0.00	0.00	5,500.00	100.00%
21.63.60100	RETIREMENT	16,983.00	16,983.00	1,739.77	13,793.27	3,189.73	18.78%
21.63.60200	BENEFITS	49,524.00	49,524.00	2,445.86	22,948.28	26,575.72	53.66%
21.63.60203	CASH BACK	4,380.00	4,380.00	365.00	3,390.10	989.90	22.60%
21.63.60220	PAYROLL TAXES	15,086.00	15,086.00	1,249.76	12,311.22	2,774.78	18.39%
21.63.61178	KINDERKOOL: CONTRACT SERV	46,500.00	46,500.00	0.00	0.00	46,500.00	100.00%
21.63.61179	PARKSIDE SERVICES	5,250.00	5,250.00	0.00	948.00	4,302.00	81.94%
<u>21.63.61180</u>	STAY N PLAY: CONTRACT SRVS	41,877.00	41,877.00	2,208.00	32,612.21	9,264.79	22.12%
<u>21.63.61181</u>	STAY N PLAY: MKTG & ADMIN	500.00	500.00	0.00	87.26	412.74	82.55%
21.63.61182	SUMMER SCHOOL CONTRACT SERV	19,450.00	19,450.00	0.00	0.00	19,450.00	100.00%
21.63.61183	CAMP SPORTS SERVICES	39,165.00	39,165.00	0.00	19,549.20	19,615.80	50.09%
21.63.61184	DAY CAMPS SERVICES	3,500.00	3,500.00	0.00	440.00	3,060.00	87.43%
<u>21.63.61186</u>	SPECIALTY CAMPS - EXPENSES	0.00	0.00	3,417.04	9,607.86	-9,607.86	0.00%
21.63.61187	ROBSON AFTER SCHOOL SERVICES	1,200.00	1,200.00	0.00	280.00	920.00	76.67%
21.63.62978	KINDERKOOL: SUPPLIES	2,800.00	2,800.00	0.00	193.81	2,606.19	93.08%
<u>21.63.62979</u>	PARKSIDE SUPPLIES	7,350.00	7,350.00	706.55	8,757.12	-1,407.12	-19.14%
21.63.62980	STAY N PLAY: SUPPLIES	500.00	500.00	0.00	0.00	500.00	100.00%
21.63.62984	DAY CAMPS SUPPLIES	2,500.00	2,500.00	0.00	414.29	2,085.71	83.43%
21.63.62987	ROBSON AFTER SCHOOL SUPPLIES	3,850.00	3,850.00	230.43	2,880.05	969.95	25.19%
21.63.62990	SPECIALTY CAMP SUPPLIES	3,850.00	3,850.00	26.87	362.58	3,487.42	90.58%
<u>21.63.63100</u>	CAPITAL OUTLAY - CONSTRUCTION	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%
	Department: 63 - CHILD CARE Total:	496,962.00	496,962.00	28,311.24	284,710.92	212,251.08	42.71 %
Department: 64 - EVENTS A	ND OTHER						
<u>21.64.61136</u>	OTHER ADVERTISING	0.00	0.00	0.00	75.00	-75.00	0.00%
<u>21.64.61185</u>	SPECIAL EVENT EXPENSE	1,500.00	1,500.00	0.00	1,194.59	305.41	20.36%
21.64.62999	MISCELLANEOUS EXPENSE	2,000.00	2,000.00	0.00	48.63	1,951.37	97.57%
Depa	artment: 64 - EVENTS AND OTHER Total:	3,500.00	3,500.00	0.00	1,318.22	2,181.78	62.34 %
Department: 65 - PROGRAM	1 ADMINISTRATION						
21.65.60000	REGULAR SALARIES	165,952.00	165,952.00	13,701.00	122,661.16	43,290.84	26.09%
<u>21.65.60010</u>	TEMPORARY HELP	21,800.00	21,800.00	0.00	0.00	21,800.00	100.00%
21.65.60020	OVERTIME	0.00	0.00	0.00	495.45	-495.45	0.00%

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For Fiscal: 2013-2014 Period Ending: 03/31/2014

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
21.65.60024	LEAVE BUYOUT	3,500.00	3,500.00	0.00	1,238.63	2,261.37	64.61%
21.65.60100	RETIREMENT	27,488.00	27,488.00	2,289.12	20,330.20	7,157.80	26.04%
21.65.60200	BENEFITS	29,637.00	29,637.00	2,542.63	19,781.73	9,855.27	33.25%
21.65.60203	CASH BACK	8,760.00	8,760.00	1,095.00	9,855.00	-1,095.00	-12.50%
21.65.60220	PAYROLL TAXES	13,365.00	13,365.00	1,129.60	10,263.40	3,101.60	23.21%
21.65.61000	TRAINING	2,500.00	2,500.00	70.00	70.00	2,430.00	97.20%
21.65.61101	OUTSIDE SERVICES-PROF FEES	3,000.00	3,000.00	0.00	-558.48	3,558.48	118.62%
21.65.61108	OUTSIDE SVCS-SPECIAL PROJECT	55,000.00	55,000.00	0.00	0.00	55,000.00	100.00%
21.65.61137	FINGERPRINTING	600.00	600.00	74.00	606.00	-6.00	-1.00%
21.65.61150	OUTSIDE SERVICES -OTHER	1,500.00	1,500.00	-17.31	363.09	1,136.91	75.79%
21.65.61177	CHG CARDS	35,090.00	35,090.00	3,967.81	31,965.12	3,124.88	8.91%
21.65.61300	PUBLICATIONS	0.00	0.00	0.00	200.00	-200.00	0.00%
21.65.61302	DUES	850.00	850.00	0.00	170.00	680.00	80.00%
21.65.61403	MAINTENANCE-COMPUTERS	2,500.00	2,500.00	0.00	317.91	2,182.09	87.28%
21.65.61414	IFF EQUIP MAINT	4,500.00	4,500.00	294.04	3,144.03	1,355.97	30.13%
21.65.61506	BLDG. MAINT-OTHER	2,000.00	2,000.00	0.00	14,832.62	-12,832.62	-641.63%
21.65.61701	UTILITIES-ELECTRICITY	7,500.00	7,500.00	853.47	4,929.24	2,570.76	34.28%
21.65.61705	UTILITIES-TELEPHONE	3,500.00	3,500.00	396.95	2,366.18	1,133.82	32.39%
21.65.61905	PROMOTION/MARKETING	3,500.00	3,500.00	0.00	644.98	2,855.02	81.57%
21.65.62000	OFFICE SUPPLIES	4,500.00	4,500.00	242.53	2,496.80	2,003.20	44.52%
21.65.62003	OFFICE SUPPLIES-POSTAGE	1,000.00	1,000.00	267.87	665.09	334.91	33.49%
21.65.62004	PROGRAM BROCHURE & MAILING	23,500.00	23,500.00	1,572.50	21,444.97	2,055.03	8.74%
21.65.62005	POSTAGE METER LEASE & SUP.	0.00	0.00	0.00	159.12	-159.12	0.00%
21.65.62200	DEPARTMENTAL SUPPLIES	1,500.00	1,500.00	0.00	275.39	1,224.61	81.64%
21.65.62203	VOLUNTEER REC SUPPLIES	500.00	500.00	0.00	0.00	500.00	100.00%
21.65.63018	FURNITURE	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%
	Department: 65 - PROGRAM ADMINISTRATION Total:	438,542.00	438,542.00	28,479.21	268,717.63	169,824.37	38.72 %
	Expense Total:	1,207,657.00	1,207,657.00	83,707.15	743,249.48	464,407.52	38.46 %
	Fund: 21 - RECREATION Surplus (Deficit):	-100,000.00	-100,000.00	34,766.66	181,712.01	281,712.01	
	Report Surplus (Deficit):	-100,000.00	-100,000.00	34,766.66	181,712.01	281,712.01	

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Group Summary

Departmen		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 21 - RECREATION							
Revenue							
61 - SPORTS		418,250.00	418,250.00	21,337.10	357,118.32	-61,131.68	-14.62 %
62 - CULTURE		27,412.00	27,412.00	4,004.00	41,506.00	14,094.00	51.42 %
63 - CHILD CARE		618,345.00	618,345.00	89,516.38	498,842.31	-119,502.69	-19.33 %
64 - EVENTS AND OTHER		15,650.00	15,650.00	1,408.00	18,555.19	2,905.19	18.56 %
65 - PROGRAM ADMINISTRATION	_	28,000.00	28,000.00	2,208.33	8,939.67	-19,060.33	-68.07 %
	Revenue Total:	1,107,657.00	1,107,657.00	118,473.81	924,961.49	-182,695.51	-16.49 %
Expense							
61 - SPORTS		252,610.00	252,610.00	22,978.80	173,341.11	79,268.89	31.38 %
62 - CULTURE		16,043.00	16,043.00	3,937.90	15,161.60	881.40	5.49 %
63 - CHILD CARE		496,962.00	496,962.00	28,311.24	284,710.92	212,251.08	42.71 %
64 - EVENTS AND OTHER		3,500.00	3,500.00	0.00	1,318.22	2,181.78	62.34 %
65 - PROGRAM ADMINISTRATION		438,542.00	438,542.00	28,479.21	268,717.63	169,824.37	38.72 %
	Expense Total:	1,207,657.00	1,207,657.00	83,707.15	743,249.48	464,407.52	38.46 %
Fund: 21 - RECREATION S	urplus (Deficit):	-100,000.00	-100,000.00	34,766.66	181,712.01	281,712.01	
Report S	urplus (Deficit):	-100,000.00	-100,000.00	34,766.66	181,712.01	281,712.01	

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Fund Summary

					Variance
	Original	Current	Period	Fiscal	Favorable
Fund	Total Budget	Total Budget	Activity	Activity	(Unfavorable)
21 - RECREATION	-100,000.00	-100,000.00	34,766.66	181,712.01	281,712.01
Report Surplus (Deficit)	-100 000 00	-100 000 00	34 766 66	181 712 01	281 712 01

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