TOWN OF SAN ANSELMO

Staff Report April 18, 2016

For the Meeting of April 19, 2016

TO: Town Council

FROM: David P. Donery, Community Services Director

SUBJECT: Financial Report on Recreation Fund

RECOMMENDATION

That Council approve the Recreation Fund Revenue and Expenditure Report for the period ending March 31, 2016.

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.

DISCUSSION

As of March 31, 2016, 75% of the fiscal year has elapsed and the Recreation Fund is listed at 100% of projected revenues and 79% of projected expenditures. The expenditure total includes a lump sum payment to PERS of \$32,341, a transfer out of \$60,000 designated to cover the cost of a Community Facilities Funding Assessment, and \$50,000 in one-time expenditures for facility improvements. Calculating the actual operational, year-to-date expenditures for the Recreation Fund without the inclusion of these three, one-time expenditures, the fund shows a positive balance of \$323,833.

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

FY	Revenue			Ехр	enditures	Rev Over/(Unde	Inder) Exp	
	Budget	Actual	%	Budget	Actual	%	\$\$	%
2015-16	1,246,689	1,250,450	100%	1,356,689	1,068,959	79%	181,492	14.6%
2014-15	1,163,485	1,006,843	87%	1,223,485	875,807	72%	131,036	11.2%
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 2015-16: Recreation Fund as of 03/31/2016



Town of San Anselmo

Budget Report

Account Summary

For Fiscal: 2015-2016 Period Ending: 03/31/2016

						Variance	
		Original	Current	Period	Fiscal	Favorable	Percent
		Total Budget	Total Budget	Activity	Activity	(Unfavorable)	Used
Fund: 21 - RECRI	EATION						
Revenue							
Department	t: 61 - SPORTS						
21.61.48100	ADULT SPORTS	10,500.00	10,500.00	1,620.00	9,281.00	-1,219.00	88.39 %
21.61.48101	KIDS SPORTS	59,500.00	59,500.00	21,185.00	59,460.10	-39.90	99.93 %
21.61.48102	TENNIS	18,500.00	18,500.00	4,773.00	15,070.63	-3,429.37	81.46 %
21.61.48103	TUMBLING	201,000.00	201,000.00	26,605.62	162,452.90	-38,547.10	80.82 %
<u>21.61.48105</u>	ROOKIE BASEBALL	16,500.00	16,500.00	510.00	9,842.75	-6,657.25	59.65 %
21.61.48106	ROOKIE SOCCER	38,500.00	38,500.00	1,700.00	38,008.75	-491.25	98.72 %
21.61.48107	ROOKIE BASKETBALL	24,500.00	24,500.00	0.00	26,758.75	2,258.75	109.22 %
<u>21.61.48108</u>	SOFTBALL	16,500.00	16,500.00	540.00	16,906.25	406.25	102.46 %
21.61.48110	YOUTH SOCCER	63,500.00	63,500.00	13,716.00	114,594.71	51,094.71	180.46 %
	Department: 61 - SPORTS Total:	449,000.00	449,000.00	70,649.62	452,375.84	3,375.84	100.75 %
Department	t: 62 - CULTURE						
21.62.48111	ADULT ART & SAFETY	5,000.00	5,000.00	160.00	6,280.00	1,280.00	125.60 %
21.62.48112	ADULT CULTURE	12,000.00	12,000.00	4,255.00	14,449.95	2,449.95	120.42 %
21.62.48114	KIDS ART & SAFETY	3,000.00	3,000.00	820.00	3,713.00	713.00	123.77 %
21.62.48115	KIDS CULTURE	17,750.00	17,750.00	1,073.50	7,714.50	-10,035.50	43.46 %
<u>21.62.48116</u>	KIDS DANCE	1,250.00	1,250.00	0.00	1,053.00	-197.00	84.24 %
	Department: 62 - CULTURE Total:	39,000.00	39,000.00	6,308.50	33,210.45	-5,789.55	85.16 %
Department	t: 63 - CHILD CARE						
21.63.48119	PARKSIDE	225,500.00	225,500.00	44,587.50	143,310.61	-82,189.39	63.55 %
21.63.48120	ROSS VALLEY ART AND MUSIC CAMPS	27,500.00	27,500.00	0.00	18,920.00	-8,580.00	68.80 %
21.63.48121	AFTER SCHOOL ENRICHMENT	122,749.00	122,749.00	37,744.50	151,141.75	28,392.75	123.13 %
21.63.48122	KINDERKOOL	42,100.00	42,100.00	29,749.50	29,834.50	-12,265.50	70.87 %
21.63.48123	SPECIALTY CAMPS	30,580.00	30,580.00	24,914.00	55,363.00	24,783.00	181.04 %
21.63.48124	CAMP SPORTS	59,550.00	59,550.00	13,414.50	82,075.50	22,525.50	137.83 %
21.63.48125	DAY CAMPS	84,835.00	84,835.00	58,094.75	124,369.46	39,534.46	146.60 %
21.63.48131	ROBSON AFTER SCHOOL PROGRAM	125,675.00	125,675.00	30,251.50	138,603.85	12,928.85	110.29 %
	Department: 63 - CHILD CARE Total:	718,489.00	718,489.00	238,756.25	743,618.67	25,129.67	103.50 %
Department	t: 64 - EVENTS AND OTHER						
21.64.48126	SPECIAL EVENTS	0.00	0.00	1,447.00	11,422.57	11,422.57	0.00 %
21.64.48127	SODA MACHINE	200.00	200.00	0.00	94.01	-105.99	47.01 %
21.64.48128	FIELD RENTALS	15,500.00	15,500.00	1,100.00	9,868.50	-5,631.50	63.67 %
	Department: 64 - EVENTS AND OTHER Total:	15,700.00	15,700.00	2,547.00	21,385.08	5,685.08	136.21 %
Department	t: 65 - PROGRAM ADMINISTRATION						
21.65.48129	MISC FEES	1,000.00	1,000.00	831.70	2,417.70	1,417.70	241.77 %
21.65.48130	ADVERTISING	2,500.00	2,500.00	850.00	6,625.00	4,125.00	265.00 %
21.65.48134	ADMIN REG FEE	0.00	0.00	6.00	-11,162.04	-11,162.04	0.00 %
21.65.48135	ROBSON RENTAL INCOME	7,500.00	7,500.00	945.00	2,875.00	-4,625.00	38.33 %
21.65.48136	BANNER/HUB FEES	13,500.00	13,500.00	0.00	-895.55	-14,395.55	6.63 %
	Department: 65 - PROGRAM ADMINISTRATION Total:	24,500.00	24,500.00	2,632.70	-139.89	-24,639.89	0.57 %
	Revenue Total:	1,246,689.00	1,246,689.00	320,894.07	1,250,450.15	3,761.15	100.30 %
_	nevenue rotui.	_,5,555.55	_,0,000.00	,	_,,	3,7,02.23	
Expense	L OO LINDESIGNATED						
•	t: 00 - UNDESIGNATED TRANSFERS OUT	02 241 00	02 241 00	0.00	92,341.00	0.00	100 00 %
21.00.67999	Department: 00 - UNDESIGNATED Total:	92,341.00 92,341.00	92,341.00 92,341.00	0.00 0.00	92,341.00 92,341.00	0.00	100.00 % 100.00 %
	·	32,341.00	32,341.00	0.00	32,341.00	0.00	100.00 /0
•	t: 61 - SPORTS						
21.61.61155	ADULT SPORTS CONTRACT SERV	4,525.00	4,525.00	0.00	3,225.00	1,300.00	71.27 %
21.61.61160	BASEBALL EXPENSES	1,750.00	1,750.00	135.00	158.98	1,591.02	9.08 %

		Original	Current	Period	Fiscal	Variance Favorable	Percent
		Total Budget	Total Budget	Activity	Activity	(Unfavorable)	Used
21.61.61161	BASKETBALL EXPENSES	8,250.00	8,250.00	0.00	4,597.40	3,652.60	55.73 %
21.61.61162	KIDS SPORTS SERVICES	36,250.00	36,250.00	0.00	9,362.98	26,887.02	25.83 %
<u>21.61.61164</u>	SOCCER SERVICES	3,600.00	3,600.00	0.00	0.00	3,600.00	0.00 %
<u>21.61.61165</u>	SOFTBALL SERVICES	7,500.00	7,500.00	0.00	0.00	7,500.00	0.00 %
<u>21.61.61166</u> 21.61.61167	TENNIS SERVICES TUMBLING SERVICES	12,600.00 118,250.00	12,600.00 118,250.00	0.00	12,400.00	200.00 32,200.44	98.41 % 72.77 %
<u>21.61.61169</u>	YOUTH SOCCER SERVICES	27,500.00	27,500.00	12,585.30 300.00	86,049.56 36,743.28	-9,243.28	133.61 %
21.61.62960	BASEBALL SUPPLIES	2,200.00	2,200.00	1,101.59	1,101.59	1,098.41	50.07 %
21.61.62961	BASKETBALL SUPPLIES	1,200.00	1,200.00	0.00	3,461.68	-2,261.68	288.47 %
21.61.62962	KIDS SPORTS SUPPLIES	5,600.00	5,600.00	309.76	3,613.37	1,986.63	64.52 %
21.61.62964	SOCCER SUPPLIES	6,500.00	6,500.00	57.36	3,417.36	3,082.64	52.57 %
21.61.62965	SOFTBALL SUPPLIES	5,500.00	5,500.00	12,727.60	15,532.42	-10,032.42	282.41 %
21.61.62966	TENNIS SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00 %
21.61.62967	TUMBLING SUPPLIES	1,200.00	1,200.00	74.32	115.33	1,084.67	9.61 %
21.61.62969	YOUTH SOCCER SUPPLIES	20,500.00	20,500.00	0.00	14,435.03	6,064.97	70.41 %
21.61.62983	CAMP SPORTS SUPPLIES	0.00	0.00	0.00	1,929.66	-1,929.66	0.00 %
21.61.62989	ADULT SPORTS SUPPLIES	750.00	750.00	155.10	1,101.72	-351.72	146.90 %
	Department: 61 - SPORTS Total:	264,175.00	264,175.00	27,446.03	197,245.36	66,929.64	74.66 %
Department: 62 - CULTURE							
21.62.61170	ADULT ART & SAFETY SERVICES	3,000.00	3,000.00	1,386.00	2,491.50	508.50	83.05 %
21.62.61171	ADULT CULTURE SERVICES	7,200.00	7,200.00	1,514.72	6,354.42	845.58	88.26 %
21.62.61172	ADULT DANCE SERVICES	0.00	0.00	0.00	59.94	-59.94	0.00 %
21.62.61174	KIDS ART & SAFETY SERVICES	1,800.00	1,800.00	750.00	1,405.20	394.80	78.07 %
21.62.61175	KIDS CULTURE SERVICES	10,650.00	10,650.00	1,826.05	3,479.85	7,170.15	32.67 %
<u>21.62.61176</u>	KIDS DANCE SERVICES	750.00	750.00	0.00	650.65	99.35	86.75 %
<u>21.62.62971</u>	ADULT CULTURE SUPPLIES	350.00	350.00	0.00	0.00	350.00	0.00 %
	Department: 62 - CULTURE Total:	23,750.00	23,750.00	5,476.77	14,441.56	9,308.44	60.81 %
Department: 63 - CHILD CAI	RE						
21.63.60000	REGULAR SALARIES	81,673.00	81,673.00	7,119.09	52,311.80	29,361.20	64.05 %
<u>21.63.60001</u>	HOURLY HELP	0.00	0.00	702.13	10,728.41	-10,728.41	0.00 %
21.63.60002	TEMP SALARIES	147,650.00	147,650.00	13,355.67	115,967.04	31,682.96	78.54 %
21.63.60100	RETIREMENT	10,452.00	10,452.00	961.05	7,275.45	3,176.55	69.61 %
21.63.60200	BENEFITS	27,097.00	27,097.00	2,474.32	21,901.96	5,195.04	80.83 %
<u>21.63.60203</u>	CASH BACK	4,380.00	4,380.00	365.00	3,285.00	1,095.00	75.00 %
<u>21.63.60220</u>	PAYROLL TAXES	20,868.00	20,868.00	1,607.66	13,572.30	7,295.70	65.04 %
21.63.61178	KINDERKOOL: CONTRACT SERV	30,200.00	30,200.00	0.00	0.00	30,200.00	0.00 %
<u>21.63.61179</u>	PARKSIDE SERVICES	11,800.00	11,800.00	0.00	3,284.14	8,515.86	27.83 %
21.63.61180	AFTER SCHOOL ENRICHMENT CONTR	73,122.00	73,122.00	18,449.70	57,543.17	15,578.83	78.69 %
<u>21.63.61181</u>	AFTER SCHOOL ENRICHMENT MKTG/	500.00	500.00	0.00	0.00	500.00	0.00 %
21.63.61182	ART AND MUSIC CAMP CONTRACT SE	16,500.00	16,500.00	0.00	0.00	16,500.00	0.00 %
21.63.61183	CAMP SPORTS SERVICES	35,780.00	35,780.00	0.00	36,588.90	-808.90	102.26 %
21.63.61184	DAY CAMPS SERVICES	0.00	0.00	599.00	3,798.23	-3,798.23	0.00 %
<u>21.63.61186</u>	SPECIALTY CAMPS - EXPENSES	19,265.00	19,265.00	0.00	27,307.73	-8,042.73	141.75 %
<u>21.63.61187</u>	ROBSON AFTER SCHOOL SERVICES	1,520.00	1,520.00	205.21	961.16	558.84	63.23 %
<u>21.63.62978</u>	KINDERKOOL: SUPPLIES	2,200.00	2,200.00	0.00	0.00	2,200.00	0.00 % 89.39 %
<u>21.63.62979</u>	PARKSIDE SUPPLIES AFTER SCHOOL ENRICHMENT SUPPLI	7,750.00 1,000.00	7,750.00 1,000.00	1,213.48 429.04	6,927.83 429.04	822.17 570.96	42.90 %
<u>21.63.62980</u> <u>21.63.62984</u>	DAY CAMPS SUPPLIES	4,050.00	4,050.00	0.00	2,985.75	1,064.25	73.72 %
<u>21.63.62987</u>	ROBSON AFTER SCHOOL SUPPLIES	6,650.00	6,650.00	309.87	3,940.75	2,709.25	59.26 %
21.63.62990	SPECIALTY CAMP SUPPLIES	1,000.00	1,000.00	0.00	931.91	68.09	93.19 %
<u></u>	Department: 63 - CHILD CARE Total:	503,457.00	503,457.00	47,791.22	369,740.57	133,716.43	73.44 %
Donortment C4 FMENTS 4	·	,	,	,	,		
Department: 64 - EVENTS A 21.64.61185	ND OTHER SPECIAL EVENT EXPENSE	0.00	0.00	244.93	5,132.69	_E 122 <i>E</i> 0	0.00 %
21.64.62999	MISCELLANEOUS EXPENSE	1,500.00	1,500.00	0.00	0.00	-5,132.69 1,500.00	0.00 %
	artment: 64 - EVENTS AND OTHER Total:	1,500.00	1,500.00	244.93	5,132.69	-3,632.69	342.18 %
•		1,500.00	1,300.00	244.53	3,132.03	-3,032.03	J-72.10 /0
Department: 65 - PROGRAM		100 474 00	100 174 00	45.047.00	156 200 00	22.072.20	02.440/
21.65.60000	REGULAR SALARIES	190,174.00	190,174.00	15,847.00	156,200.80	33,973.20	82.14 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
21.65.60002	TEMP SALARIES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
21.65.60020	OVERTIME	5,000.00	5,000.00	192.07	3,470.41	1,529.59	69.41 %
21.65.60024	LEAVE BUYOUT	1,450.00	1,450.00	0.00	1,371.92	78.08	94.62 %
21.65.60100	RETIREMENT	17,642.00	17,642.00	1,470.00	14,194.62	3,447.38	80.46 %
21.65.60200	BENEFITS	36,444.00	36,444.00	3,267.22	34,294.29	2,149.71	94.10 %
21.65.60203	CASH BACK	13,140.00	13,140.00	1,095.00	9,855.00	3,285.00	75.00 %
21.65.60220	PAYROLL TAXES	18,166.00	18,166.00	1,307.71	13,022.57	5,143.43	71.69 %
21.65.61000	TRAINING	3,500.00	3,500.00	910.44	1,088.44	2,411.56	31.10 %
21.65.61101	OUTSIDE SERVICES-PROF FEES	500.00	500.00	0.00	245.81	254.19	49.16 %
21.65.61137	FINGERPRINTING	2,500.00	2,500.00	358.00	2,078.50	421.50	83.14 %
21.65.61150	OUTSIDE SERVICES -OTHER	1,500.00	1,500.00	0.00	360.73	1,139.27	24.05 %
21.65.61177	CHG CARDS	56,250.00	56,250.00	17,943.08	50,562.00	5,688.00	89.89 %
21.65.61302	DUES	1,250.00	1,250.00	200.00	425.00	825.00	34.00 %
21.65.61403	MAINTENANCE-COMPUTERS	1,500.00	1,500.00	0.00	216.07	1,283.93	14.40 %
21.65.61414	IFF EQUIP MAINT	4,500.00	4,500.00	374.54	3,240.64	1,259.36	72.01 %
21.65.61506	BLDG. MAINT-OTHER	8,500.00	8,500.00	0.00	62.49	8,437.51	0.74 %
21.65.61602	VEHICLE MAINTENANCE/REPAIR	3,000.00	3,000.00	0.00	64.65	2,935.35	2.16 %
21.65.61701	UTILITIES-ELECTRICITY	7,500.00	7,500.00	873.03	5,428.56	2,071.44	72.38 %
21.65.61705	UTILITIES-TELEPHONE	3,750.00	3,750.00	131.27	2,779.21	970.79	74.11 %
21.65.61905	PROMOTION/MARKETING	4,500.00	4,500.00	550.00	5,189.02	-689.02	115.31 %
21.65.62000	OFFICE SUPPLIES	4,500.00	4,500.00	264.16	2,946.85	1,553.15	65.49 %
21.65.62003	OFFICE SUPPLIES-POSTAGE	1,000.00	1,000.00	0.00	500.00	500.00	50.00 %
21.65.62004	PROGRAM BROCHURE & MAILING	25,500.00	25,500.00	0.00	21,673.13	3,826.87	84.99 %
21.65.62005	POSTAGE METER LEASE & SUP.	0.00	0.00	0.00	175.83	-175.83	0.00 %
21.65.62200	DEPARTMENTAL SUPPLIES	3,500.00	3,500.00	673.21	4,781.66	-1,281.66	136.62 %
21.65.62203	VOLUNTEER REC SUPPLIES	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00 %
21.65.62988	VEHICLE-OIL/TIRES	2,000.00	2,000.00	0.00	990.00	1,010.00	49.50 %
21.65.63100	CAPITAL OUTLAY - CONSTRUCTION	50,000.00	50,000.00	0.00	54,839.51	-4,839.51	109.68 %
	Department: 65 - PROGRAM ADMINISTRATION Total:	471,466.00	471,466.00	45,456.73	390,057.71	81,408.29	82.73 %
	Expense Total:	1,356,689.00	1,356,689.00	126,415.68	1,068,958.89	287,730.11	78.79 %
	Fund: 21 - RECREATION Surplus (Deficit):	-110,000.00	-110,000.00	194,478.39	181,491.26	291,491.26	-164.99 %
	Report Surplus (Deficit):	-110,000.00	-110,000.00	194,478.39	181,491.26	291,491.26	-164.99 %

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Group Summary

Departmen	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 21 - RECREATION						
Revenue						
61 - SPORTS	449,000.00	449,000.00	70,649.62	452,375.84	3,375.84	100.75 %
62 - CULTURE	39,000.00	39,000.00	6,308.50	33,210.45	-5,789.55	85.16 %
63 - CHILD CARE	718,489.00	718,489.00	238,756.25	743,618.67	25,129.67	103.50 %
64 - EVENTS AND OTHER	15,700.00	15,700.00	2,547.00	21,385.08	5,685.08	136.21 %
65 - PROGRAM ADMINISTRATION	24,500.00	24,500.00	2,632.70	-139.89	-24,639.89	0.57 %
Revenue Total:	1,246,689.00	1,246,689.00	320,894.07	1,250,450.15	3,761.15	100.30 %
Expense						
00 - UNDESIGNATED	92,341.00	92,341.00	0.00	92,341.00	0.00	100.00 %
61 - SPORTS	264,175.00	264,175.00	27,446.03	197,245.36	66,929.64	74.66 %
62 - CULTURE	23,750.00	23,750.00	5,476.77	14,441.56	9,308.44	60.81 %
63 - CHILD CARE	503,457.00	503,457.00	47,791.22	369,740.57	133,716.43	73.44 %
64 - EVENTS AND OTHER	1,500.00	1,500.00	244.93	5,132.69	-3,632.69	342.18 %
65 - PROGRAM ADMINISTRATION	471,466.00	471,466.00	45,456.73	390,057.71	81,408.29	82.73 %
Expense Total:	1,356,689.00	1,356,689.00	126,415.68	1,068,958.89	287,730.11	78.79 %
Fund: 21 - RECREATION Surplus (Deficit):	-110,000.00	-110,000.00	194,478.39	181,491.26	291,491.26	-164.99 %
Report Surplus (Deficit):	-110,000.00	-110,000.00	194,478.39	181,491.26	291,491.26	-164.99 %

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Fund Summary

					Variance	
	Original	Current	Period	Fiscal	Favorable	
Fund	Total Budget	Total Budget	Activity	Activity	(Unfavorable)	
21 - RECREATION	-110,000.00	-110,000.00	194,478.39	181,491.26	291,491.26	
Report Surplus (Deficit)	-110 000 00	-110 000 00	194 478 39	181 491 26	291 491 26	

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