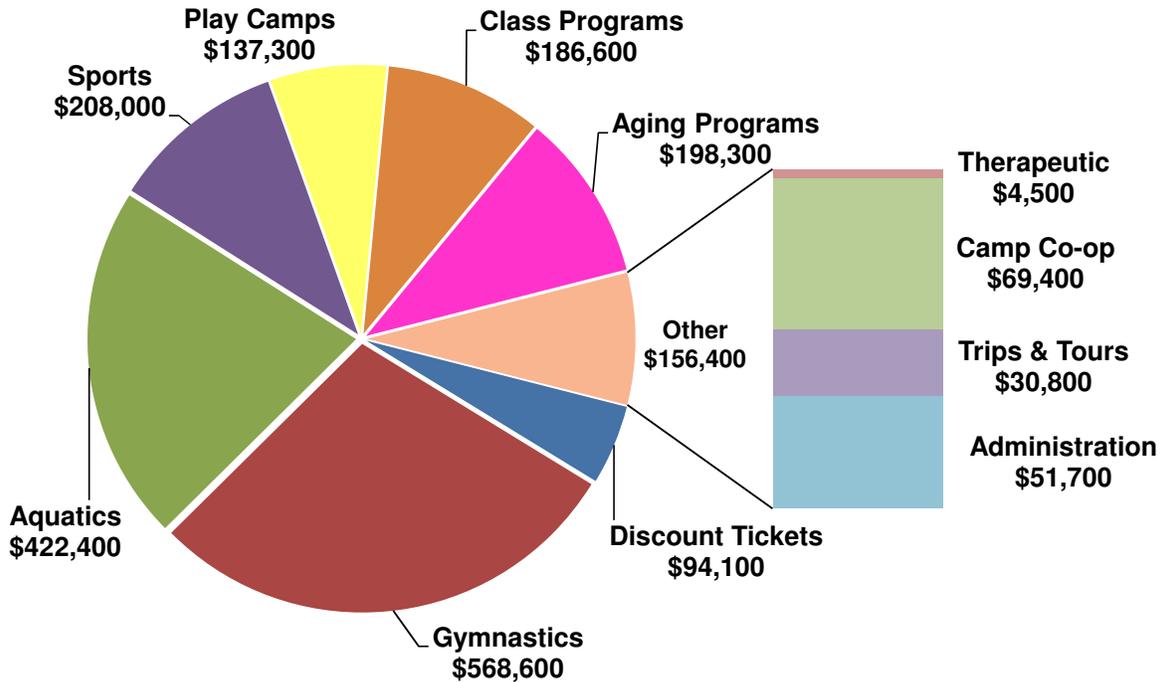


FISCAL YEAR 2016 RECREATION FUND

TOTAL PROPOSED BUDGET: \$1,971,700



	FY15 Adopted	FY16 Proposed	Variance	% Change
Operating Revenue	\$1,885,200	\$1,971,700	\$86,500	4.6%
Baseline Expenditures	1,876,300	1,954,400	78,100	4.2%
Operating Surplus/(Deficit)	\$8,900	\$17,300	\$8,400	94.4%
New Request	0	(17,300)	(17,300)	N/A
Use of Fund Balance	126,400	0	(126,400)	N/A
Net Surplus/(Deficit)	\$135,300	\$0	(\$135,300)	-100.0%
Golf Course Surplus/(Deficit)*	(135,300)	0	135,300	-100.0%
Adjusted Net Surplus/(Deficit)	\$0	\$0	\$0	

*Associated costs transferred to General Fund for FY2016.

New Request(s) for FY 2016:

Security Cameras for Elite Gymnastics \$9,500

New Position: 7,800

•Additional 5 hours per pay (30 hours to 35 hours) for Full Time Reduced Hours at Indian Head Senior Center.

\$17,300

NET CASH AVAILABLE

@ 6/30/2014 is **\$8,536**

@ 6/30/2015 is estimated to be **(\$175,064)**

RECREATION FUND

	FY15 Adopted*	FY16 Proposed	Variance	% Change
<u>Revenues</u>				
Service Charges	\$1,754,500	\$1,838,600	\$84,100	4.8%
Rent Revenue	57,700	57,700	0	0.0%
Other	73,000	75,400	2,400	3.3%
Total Revenues	\$1,885,200	\$1,971,700	\$86,500	4.6%
<u>Expenses</u>				
Salaries	\$888,200	\$963,600	\$75,400	8.5%
Fringe	147,800	165,000	17,200	11.6%
Operating	656,600	656,800	200	0.0%
Debt Service	150,700	151,300	600	0.4%
Contingency	25,500	17,700	(7,800)	-30.6%
Equipment Reserve	7,500	0	(7,500)	-100.0%
Total Baseline	\$1,876,300	\$1,954,400	\$78,100	4.2%
New Requests		17,300	17,300	New
Total Expenditures	\$1,876,300	\$1,971,700	\$95,400	5.1%
Net Operations	\$8,900	\$0	(\$8,900)	

**Excludes Golf Course Operations which are part of the General Fund in FY16*

CHANGES TO FEES

	FY15	FY16
	<u>In County/Out County</u>	<u>In County/Out County</u>
<u>Sports</u>		
Indoor youth league for volunteer coaches	Varies \$35 / \$37.50	Varies \$25-\$55
Indoor adult league Basketball	\$725 / \$750	\$750
Indoor adult league Volleyball	\$325 / \$340	\$350
<u>Community Centers (Recreation)</u>		
Birthday Parties - Ages 4 & Up (10 participants or less)	\$160 per party / \$165 per party	\$175 per party / \$180 per party
Birthday Parties - Ages 4 & Up (11 - 20 participants)	\$200 per party / \$205 per party	\$225 per party / \$230 per party
Birthday Parties - Ages 4 & Up (additional participants over 20)	-	\$10 each
Summer playcamps	\$80-\$120 week/\$85-\$125 week	\$120-\$200 week/\$125-\$205 week
Before or after (Camps)	\$30 per week / \$35 per week	\$40 per week/\$45 per week
Before and after (Camps)	\$40 per week / \$45 per week	\$50 per week/\$55 per week
Port Tobacco Recreation Center Rental	New for FY16	\$60/\$75 hr (premium if outside normal operating hours)
<u>Aquatics</u>		
Birthday Parties - Ages 4 & Up (10 participants or less)	\$160 per party / \$165 per party	\$175 per party / \$180 per party
Birthday Parties - Ages 4 & Up (11 - 20 participants)	\$200 per party / \$205 per party	\$225 per party / \$230 per party
Birthday Parties - Ages 4 & Up (additional participants over 20)	-	\$10 each
<u>Gymnastics</u>		
	Per Month	Per Session
Gymnastics Classes	\$40-\$60	Varies \$100-\$165
Birthday Parties - Ages 4 & Up (10 participants or less)	\$160 per party / \$165 per party	\$175 per party / \$180 per party
Birthday Parties - Ages 4 & Up (11 - 20 participants)	\$200 per party / \$205 per party	\$225 per party / \$230 per party
Birthday Parties - Ages 4 & Up (additional participants over 20)	-	\$10 each
Summer Camps	\$100-\$140 / \$105-\$145 wk	\$85-\$200 week/\$125-\$205 week
Drop-in Gym	\$9.50 / hour	Varies \$5-\$10
Facility Rentals	Govt/Non-Prof. Commercial	Facility Rentals - (Premium if outside normal operating hours)
Gymnasium (floor only)	\$60/65 hr \$65/70hr	\$60-\$75 hr
Dance Room	\$55/60 hr \$60/65hr	\$60-\$75 hr
Observation Area	\$55/60 hr \$60/65hr	\$60-\$75 hr
Party Room	\$55/60 hr \$60/65hr	\$60-\$75 hr

CHANGES TO FEES

	FY15	FY16
	<u>In County/Out County</u>	<u>In County/Out County</u>
<u>Therapeutic</u>		
Therapeutic recreation dances	\$5 / \$6	\$8/ \$9
<u>Senior Center</u>		
Non-County Resident Punch Card (Age 60+)	New for FY16	\$20 for 10 visits
Recommended Removal:		
<u>Sports</u>		
Indoor youth league (late fee)	\$15	Removed
<u>Community Centers (Recreation)</u>		
Equipment rentals (fee, deposit)	\$30, \$30 / \$40, \$40	Removed
<u>Gymnastics</u>		
Sibling Discount	10%	Removed
Competition Meet: Participants	Varies	Removed
Spectators	Varies	Removed
Overnights	Varies	Removed

Recreation

Department: Community Services **Account:** 24.06.40
Division\Program: Recreation **Fund:** Enterprise
Program Administrator: Sam Drury, Chief of Recreation
www.charlescountyparks.com

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$726,933	\$814,400	\$889,000		\$74,600	9.2%
Fringe Benefits	119,884	140,200	156,700		16,500	11.8%
Operating Costs	519,237	566,200	566,900		700	0.1%
Debt Service	152,913	150,700	151,300		600	0.4%
Capital Outlay	5,121	0	0		0	N/A
Equipment Reserve	7,500	7,500	0		(7,500)	N/A
Total Baseline	\$1,531,588	\$1,679,000	\$1,763,900	\$0	\$84,900	5.1%
New Request (see attached)	\$0	\$0	\$9,500	\$0	\$9,500	N/A
Total Expenditures	\$1,531,588	\$1,679,000	\$1,773,400	\$0	\$94,400	5.6%
Revenues	\$1,431,029	\$1,687,900	\$1,773,400	\$0	\$85,500	5.1%

Changes and Useful Information:

- **Personal Services** assumes no merit or COLA adjustment for FY 2016. Part time salaries were increased \$35,400 due to the full year impact of St. Charles High School pool. Part Time help for other Recreation programs were realigned with a net increase of \$42,300 due to anticipated increase in program activity.
- The **Fringe Benefits** increase is a result of adjusting the Worker's Compensation budget by 34%, as well as, providing an adjustment to the County's Health & Dental Budget. A current projection assumes a 6% increase in health & dental costs.
- The **Operating Costs** budget increase is due to the following reasons:
 - Administration
 - Increase of \$2,000 in Credit Card Processing based on actuals.
 - Decrease of (\$2,000) in the Software & Upgrades account.
 - Sports
 - Due to increased participation, the cost of t-shirts is increasing by \$3,000 for Sports and Sports Camps.
 - Based on activity, Contract Services is increasing by \$500.
 - Equipment budget is being reduced by (\$7,500) due to one time costs for Volleyball equipment in FY15.
 - Employee Education and Training are being reduced by (\$400) due to activity.
 - Programs
 - A \$4,000 increase in General Supplies to account for an increase for birthday party supplies
 - Uniforms is being increased by \$1,000 for Part Time II Staff.
 - Based on current activity, the Cell Phone account is being increased by \$100.
 - Contract Services is being decreased by (\$3,800) due to current activity.
 - Computer allocation account is being decreased by (\$1,800).
 - Based on current activity, a decrease in Wireless PC Connect of (\$200).
 - A (\$200) decrease in Employee Education due to current activity.
 - Decrease of (\$200) in Training due to current activity.
 - Aquatics
 - Increase of \$2,500 in Contract Services to account for an increase in outdoor pool chemicals and costs associated with the Red Cross.
 - Increase of \$500 for Uniforms to account to additional staff at the St. Charles Pool.
 - General Supplies is decreasing by (\$3,000) based on current activity.
 - Discount Tickets
 - Based on activity, budget is to remain the same.
 - Camp Co-op
 - \$3,000 increase in Contract Services for increased transportation for field trips.
 - Gymnastics
 - Increase Contract Services by \$5,000 based on current activity.
 - General Supplies is increasing by \$2,000 to account for an increase in birthday party supplies.
 - Based on current activity, Insurance increased by \$100.
 - A (\$3,500) decrease in Equipment that was associated with one-time costs for replacing mats and recovering balance beams.
 - Based on current activity utilities is decreasing by (\$1,000).
 - Based on current activity, a (\$500) decrease in Employee Education.
 - Trips & Tours
 - Budget is to remain the same.

Recreation

Department:	Community Services	Account:	24.06.40
Division\Program:	Recreation	Fund:	Enterprise
Program Administrator:	Sam Drury, Chief of Recreation		

Play Camps

- \$2,500 increase in Contract Services to account for an increase in costs associated with buses and field trips.
- A \$700 increase in the Telephone Account which accounts for a cell phone for each camp.
- An increase of \$500 in Uniforms for Camp Staff Shirts.
- Based on current activity a (\$1,400) decrease in General Supplies.
- Based on current activity a (\$500) decrease in Training.

Therapeutic

- Based on current activity a (\$700) decrease in Contract Services.
- FY2015 Program **Revenues** have been adjusted to reflect anticipated revenues for FY2015 and includes full year impact of revenues for the St. Charles High School indoor pool.
- **Equipment Reserve** has been removed in FY2016 in order to fund the security camera purchase.
- **New Requests** see attached.

Description

The Recreation Division offers a variety of structured and non-structured sports leagues and activities for persons of all ages. All programs are self-supporting, with youth leagues being supplemented by the County for officials and part-time facility supervision.

- Sports programs include: Youth Basketball, Youth Indoor Soccer, Youth Volleyball, Adult Volleyball, and Adult Basketball League.
- Trips and tours are offered for registrants to have the opportunity to participate in variety of experiences.
- Three Outdoor Pools are operated seasonally at high school locations: La Plata, McDonough and Thomas Stone in addition to the year round Indoor Pools at Lackey High School and North Point High School. St. Charles High School pool anticipated opening is the Spring of 2015.
- Camp CO-OP is an exciting day camp for special education students between the ages of 5 & 21 with moderate to severe disabilities.
- Therapeutic programs are, for the most part, operated under the auspices of the county Special Olympics Program.
- Discount tickets for amusement parks are offered April through October each year. The ticket prices offer a 10-15 percent discount from the regular gate prices.
- The Elite Gymnastics & Recreation Center provides traditional gymnastics and dance classes for beginner to advanced levels for all ages. Pre-competitive and competitive teams are offered under the guidance of the USA Gymnastics Jr. Olympic Program. Additionally, competitive cheerleading and martial arts are available at Elite.
- Community Centers are facilities that offer a variety of programs, services, activities and recreational opportunities to persons of all ages. More than merely a building, community centers are focal points in each geographic area of Charles County and generate a sense of community through interaction and programming. In addition to traditional recreation programs, the Centers offer less structured programs geared toward developing community cohesion and providing supportive services. Community Centers programs include: Class programs, Middle School After School program, Drop In programs, Summer Camps, Fitness classes and Special Events.
 - An ever-changing, wide variety of classes for all ages are offered.
 - Drop In programs are noncompetitive activities, such as basketball and volleyball, that emphasize fun and participation.

<u>Positions:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Recreation Program Supervisor	1.0	1.0	1.0	1.0	1.0
Recreation Center Coordinator	1.0	1.0	1.0	1.0	1.0
Administrative Associate	0.0	0.0	0.3	0.3	0.3
Assistant Recreation Specialist	0.8	0.8	0.8	0.8	0.8
Part Time Positions	25.2	25.5	25.5	27.2	28.9
Total Full Time Equivalent	28.0	28.3	28.6	30.3	32.0

Objectives & Measurements:

See General Fund- Community Services: Recreation for a listing of all Objectives & Measurements regardless of funding source.

FY 2016 New Operating/Capital Request Program Enhancements

Item Description	Justification	Value of Request	Additional Operating	Value of Capital Outlay	Direct Purchase	1/2 Year Lease
Recreation Fund						
Community Services						
Gymnastics	24.06.40.98.0503.000					
Security Cameras		9,500	9,500		0	
<i>The camera system is needed due to this being a very large facility, it's location, and a large amount of adult and juvenile traffic. There are also businesses that rent space that are not associated with the county. There is no camera system at all in the facility. The system will consist of interior and exterior cameras. There will be 17 cameras in all, some fixed, some pan tilt zoom. Licenses for the cameras will be needed as well along with 3000 feet of cat 5 wire.</i>						
<i>Total Community Services Recreation</i>		<i>9,500</i>	<i>9,500</i>	<i>0</i>	<i>0</i>	<i>0</i>
Total Recreation Fund		9,500	9,500	0	0	0

Recreation

Department: Community Services Account: 24.06.21.11
Division\Program: Aging & Senior Programs - Nanjemoy Community Center Fund: Enterprise
Program Administrator: Dina Barclay, Chief of Aging
www.charlescountymd.gov/cs/aging/aging-and-senior-programs

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg
Personal Services	\$3,537	\$12,900	\$12,900		\$0	0.0%
Fringe Benefits	388	1,400	1,500		100	7.1%
Operating Costs	8,099	8,500	8,500		0	0.0%
Total Expenditures	\$12,024	\$22,800	\$22,900	\$0	\$100	0.4%
Revenues	\$18,835	\$17,000	\$18,500	\$0	\$1,500	8.8%

Changes and Useful Information:

- The **Fringe Benefits** increase is a result of adjusting the Worker's Compensation budget being increased by \$100.
- Operating Costs** are flat but the following changes have been made:
 - Based on current activity, General Supplies is increasing \$300 and Contract Services is decreasing (\$300).

Description

Nanjemoy Community Center is a multiservice center offering programs and services for the residents of southwestern Charles County. As a satellite facility, it offers outreach and counseling for benefits. Program opportunities for youth and adults, special community events, and a health clinic are among the programs offered.

All programs and classes are self-supporting.

Positions:

	<u>FY12</u> FTE	<u>FY13</u> FTE	<u>FY14</u> FTE	<u>FY15</u> FTE	<u>FY16</u> FTE
Part Time Positions	0.3	0.3	0.3	0.3	0.3
Total Full Time Equivalent	0.3	0.3	0.3	0.3	0.3

Department: Community Services Account: 24.06.21
Division\Program: Aging & Senior Programs - Senior Services Fund: Enterprise
Program Administrator: Dina Barclay, Chief of Aging
www.charlescountymd.gov/cs/aging/aging-and-senior-programs

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg
Personal Services	\$34,000	\$60,900	\$61,700		\$800	1.3%
Fringe Benefits	3,450	6,200	6,800		600	9.7%
Operating Costs	76,551	81,900	81,400		(500)	-0.6%
Operating Contingency	0	25,500	17,700		(7,800)	-30.6%
Total Baseline	\$114,001	\$174,500	\$167,600	\$0	(\$6,900)	-4.0%
Program Enhancement/Expansion		\$0	\$7,800	\$0	\$7,800	N/A
Total Expenditures	\$114,001	\$174,500	\$175,400	\$0	\$900	0.5%
Revenues	\$144,334	\$180,300	\$179,800	\$0	(\$500)	-0.3%

Changes and Useful Information:

- Personal Services** is increasing \$800 due to turnover.
- The **Fringe Benefits** increase is a result of adjusting the Worker's Compensation budget being increased by \$600.
- Operating Costs** are adjusted based on current activity:
 - Adjusted as follows: an increase of \$300 in General Supplies, a decrease of (\$500) in Food/Meals, and a (\$300) reduction in Contract Services.
- New Requests** see attached.

Description:

Program fees and donations support education, recreational, and social activities for Senior Citizens.

Positions:

	<u>FY12</u> FTE	<u>FY13</u> FTE	<u>FY14</u> FTE	<u>FY15</u> FTE	<u>FY16</u> FTE
Allocation from General Fund	0.5	0.0	0.0	0.0	0.0
Part Time Positions	3.2	3.2	3.2	3.2	3.2
Total Full Time Equivalent	3.7	3.2	3.2	3.2	3.2

Objectives & Measurements:

See General Fund- Community Services: Community Centers for a listing of all Objectives & Measurements regardless of funding source.

FY 2016 New Position Requests - Enterprise Funds

POSITION	HIRE	FTE	GRADE	SALARY	FRINGE	OPERATING	TOTAL
Community Services							
<u>Community Services</u>							
Increase in Hours		0.1		\$6,300	\$1,500	\$0	\$7,800

Senior Center Coordinator: The only merit position at the Indian Head Senior Center (IHSC) is FTRH at 30 hrs/wk. The request is to increase by 5 hrs/wk to allow for the Center Coordinator to better cover the operational hours of the Center, which is open 5 days/week. The position at this location was previously 35 hrs/wk. The increase in hours will also reduce reliance upon part-time personnel at IHSC. Increase will be 100% funded by grants and enterprise funds.