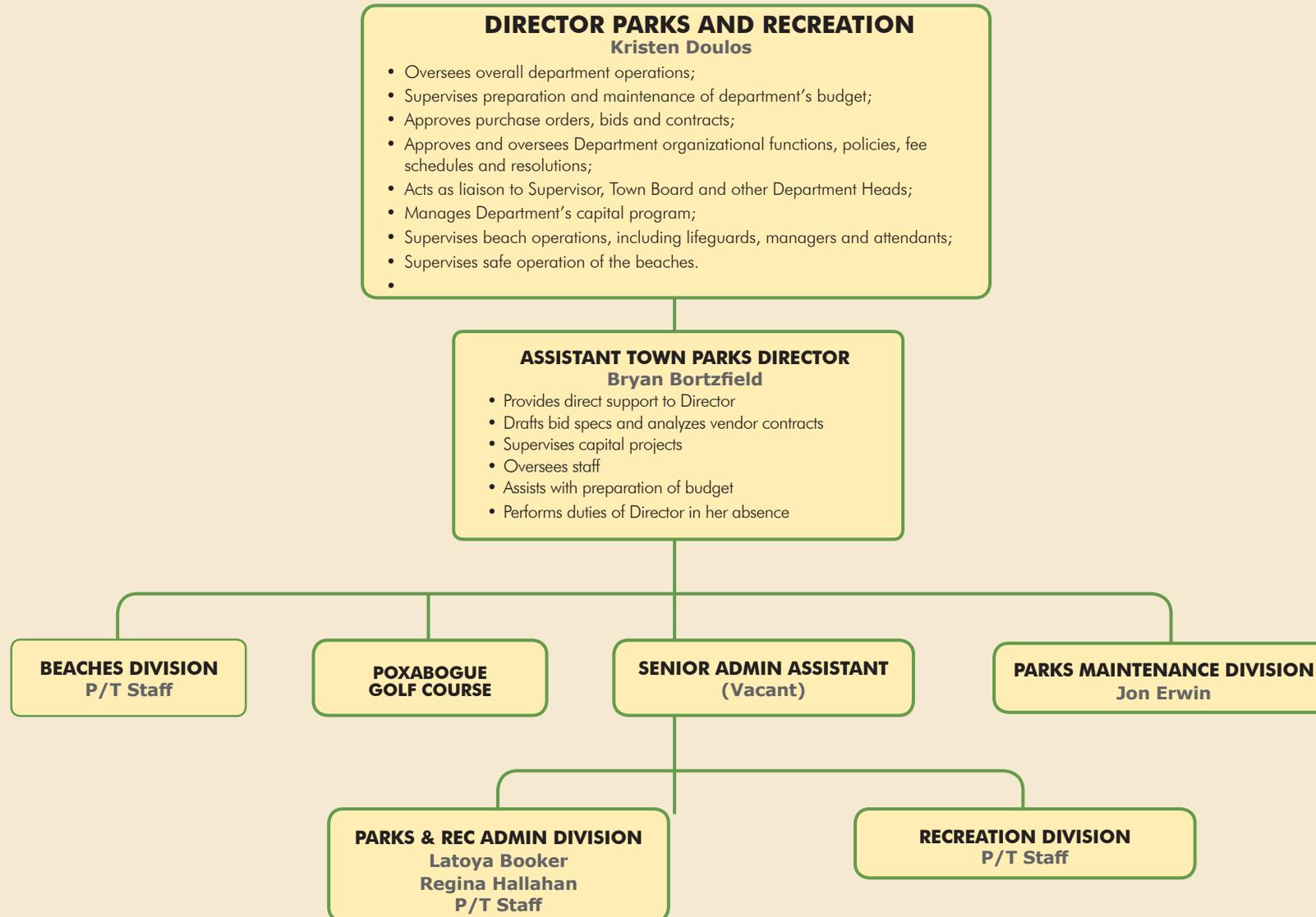


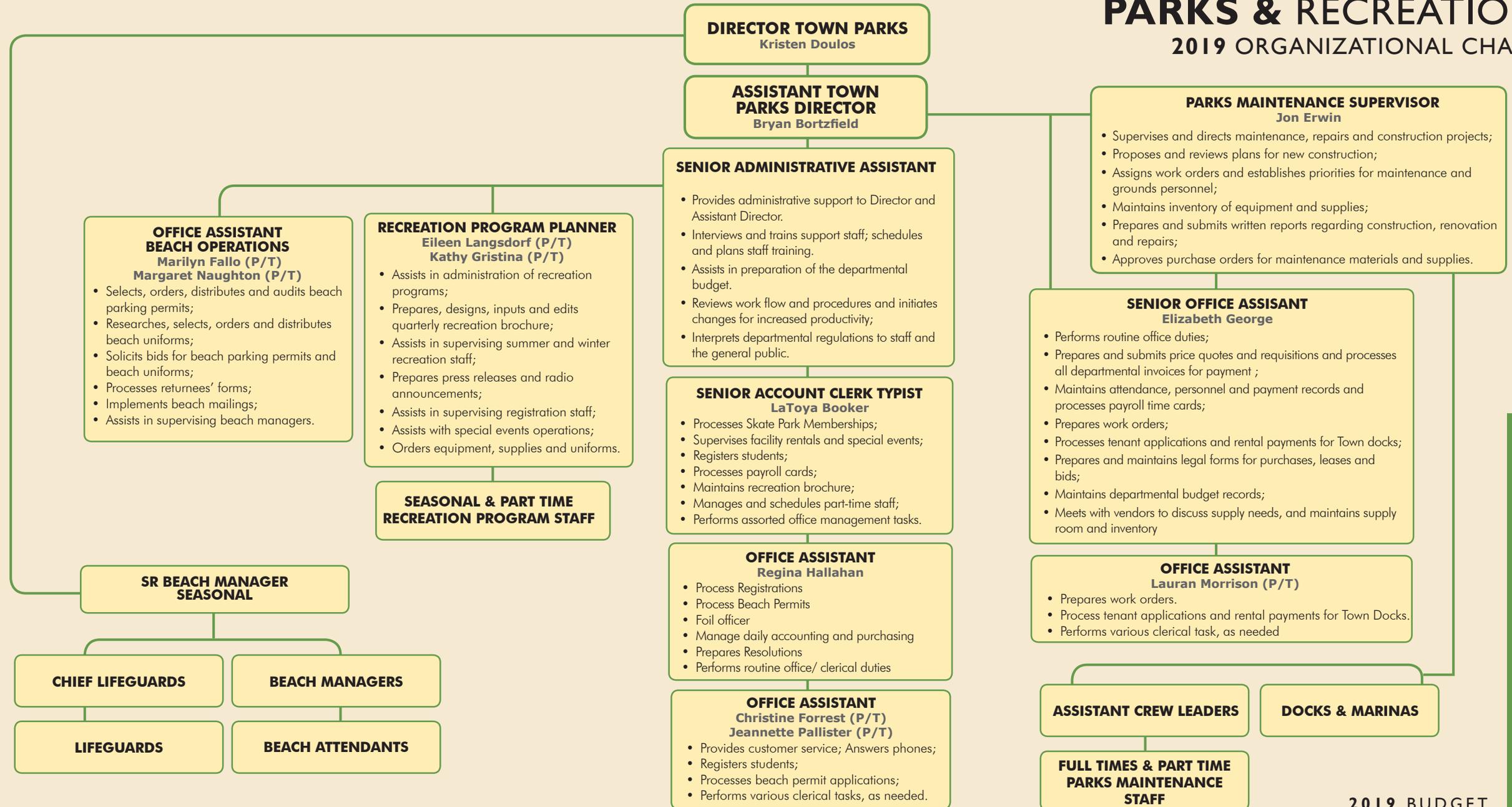
PARKS & RECREATION

2019 ORGANIZATIONAL CHART



PARKS & RECREATION

2019 ORGANIZATIONAL CHART



Department Summary

Department: Parks & Recreation Admin

Budget Year: 2019

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 7020

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

The Parks Department's Administrative Division plans, organizes and manages all phases of a full-service Parks and Recreation organization. Divisions of responsibility include Office Operations, Recreation Programming, Parks Maintenance and Seasonal Beach Operations, Poxabogue Golf Course, and the Street Lighting Districts. It is the Department's intent to manage the Department in a fair and professional manner, which will encourage public participation in the Town's parks and programs. In addition, the Department is involved with numerous capital projects, which are designed to enhance the Town's parks system and facilities.

The Town Parks Director shall also be responsible to administer the contractual obligations of the Park Districts and the Public Parking Districts for landscape maintenance and related matters. In addition, the "Hamlet Beautification" contractual obligations shall also be managed by the Parks Director.

Workload:

The Department is responsible for the general supervision and administration of park facilities and recreational program offerings as follows:

1. Personnel administration for approximately 283 part-time/seasonal workers.
2. Registering participants and collecting user fees for recreation programs, sports leagues and various special events.
3. Supervision of beach parking permits system.
4. Administration of facility use permits for town beaches, parks and community centers.
5. Issuing commercial photo/film permits.
6. Administer departmental budget allocations and secure state and county reimbursements for annual youth programs.
7. Oversight of maintenance functions, such as building repairs and grounds maintenance.
8. Registration of skate park users, processing over 120 annual memberships.
9. Customer Service operations of the Parks and Recreation Administrative Office.
10. Administration of summer and winter leases for 64 vessels at Conscience Point Marina, 18 vessels at the Shinnecock Commercial Dock, 14 vessels at the Pine Neck Marina, and 10 leases at East Quogue Marina.

Department Summary

Department: Parks & Recreation Admin

Budget Year: 2019

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 7020

Manager: Kristen Doulos

Goals & Objectives:

1. Implement new RecPro software system and allow for online registrations.
2. Streamline Phone System
3. Organize and streamline computer records
4. Continue to grow outreach and registrations through the use of internet and social media

Legal Authority:

Established pursuant to General Municipal Law, Article 13.

NOTES:

2019 Parks & Recreation Fee Schedule

Fee Schedule	2019 Fee Schedule	Adopted Increase
ALCOHOLIC BEVERAGE PERMITS ¹		
Pursuant to Chapter 111 of the Town Code	\$50 0-25 people	
	\$100 26- 75 people	
	\$200 76-150 people	
(Beer & Wine Only. Max. 150 persons. Fee is in addition to Facility Use Permit Fee and Caterer Service Fee – if applicable. Certain restrictions apply.)	150+ persons - Special Event Permit Necessary	
BEACH PARKING PERMIT FEES		
	Fee	
Resident Full Season Parking Permit	\$40 per vehicle	
Senior Resident Full Season Parking Permit	\$25 per vehicle	
Qualifying Disabled with Limited Income Resident Full Season Parking Permit		
Town Employee Parking Permit (1 per employee)	\$40 per vehicle	
Non-resident Full Season Parking Permit	\$375 per vehicle	
Non-resident Daily Parking Permit	\$25 per vehicle	
Non-resident Marine Park Permit (May - Sept.)	\$90 per vehicle	
After-Hour Fishing Access: 9pm - 6am access	\$25 Resident	
(Must have current Town Beach Parking Permit or Town Trustee Special Parking Permit)	\$15 Senior Resident	
	\$75 Non-Resident	
Special Courtesy Parking Permit: (college/school/research programs)	No Charge	
VETERANS/FIRE/EMS	No Charge	

2019 Parks & Recreation Fee Schedule

Fee Schedule	2019 Fee Schedule	Adopted Increase
BEACH FACILITY USE PERMITS ²	Fee	
Parking Lot Rental (Resident/taxpayer 6 pm – 11 pm)	\$600	
Parking Lot Rental (Commercial/film/et al)	TBD upon review of application	
Events/Fundraisers	\$400 per 8-hour time frame or \$ 50 per additional hour 150+ persons - Special Event Permit Necessary	
Caterer service (Fee is in addition to the Facility Use Permit Fee)	\$200	
<u>"After Hours" (6 pm – 11 pm)</u>	\$50 0-25 people	
Resident/taxpayer - (Guests have Town beach parking permits)	\$100 26-75 people	
<u>"After Hours" (6 pm – 11 pm)</u>	\$150 0-75 people	
Resident/taxpayer 0-150 people	\$200 76-150 people	
LATE FEE - LESS THAN 3 BUSINESS DAYS	\$50	
Rescheduling Fee	\$50	
<u>Local School Districts</u>	\$0 Facility Use Permit requested	
Beach use without rest room (most facilities have porta lavs) No swimming		
Beach use with rest room	\$75	
No swimming prior to July 1 and after Labor Day	Town opens and closes Facility Use Permit requested	
Beach use with lifeguards		
Prior to July 1 and after Labor Day	\$180 for 3 lifeguards and equipment, 3-hr minimum	
	\$60 per hour for each additional hour Facility Use Permit requested	
	Insurance Certificate \$1 million with Town of Southampton as "additional insured"	
Beach use with rest room and lifeguards	\$0	
July 1 through Labor Day	Facility Use Permit requested	
<u>Tiana Beach Activity Center ²</u>		
Resident/taxpayer for 5 hours	\$450 0-25 people	
(Maximum 150 guests - Parking at Tiana Beach)	\$600 26-75 people	
Certain restrictions apply	\$800 76-150 people \$500 Security Deposit Required (Refundable)	

2019 Parks & Recreation Fee Schedule

Fee Schedule	2019 Fee Schedule	Adopted Increase
SHOW MOBILE FACILITY USE PERMITS	Fee	
Portable Stage Mobile (uncovered)	\$ 150 + (\$25 per each additional hour) \$ 100 Set Up & Breakdown Fee	
Show Mobile (covered)	\$ 400 4 Hours + (\$25 per each additional hour) \$50 overtime per hour \$ 150 Generator 4 Hours + (\$25 per each additional hour) \$ 100 Sound mixing \$ 150 Lights (4 hours) 4 Hours + (\$25 per each additional hour) \$ 150 Bleachers (per day)	
Additional charges may apply		
COMMERCIAL DOCK RATES	Fee	
Suffolk County Resident Annual Slip Rental	\$ 60 per foot	
Transient Fee	\$ 1 per foot per day	
CONSCIENCE POINT MARINA RATES	Fee	
Fuel	AS DETERMINED BY COMPTROLLER	
Winter Storage (November 1-April 30) Dry dock	\$30 per foot	
Winter Storage (November 1-April 30) In-water	\$50 per foot w/\$225 for electric hook-up (\$.40 per KWH over 1,000 KWH)	
Slip Rental (May 1-October 31)	\$130 per foot w/\$200 for electric hook-up (\$.30 per KWH over 1,000 KWH)	
Pre & Post Season (\$20.00 additional per week for electric)	\$50 per week floating dock \$100 per week bulkhead	
Transient Dockage Fee	30 feet or less \$75 per day 31 feet or more \$125 per day	
Electric hook-up \$25 per day	Electric hook-up \$25 per day	
EQ Marina (May 1-October 31)	25 feet or less \$100 per foot	
PINE NECK Marina (April 15-November 15)	30 feet or less \$100 per foot	
Bever Dam Creek Marina (May 1-October 31)	25 feet or less \$100 per foot	

2019 Parks & Recreation Fee Schedule

Fee Schedule	2019 Fee Schedule	Adopted Increase
COMMERCIAL ENTERPRISE SERVICE PERMIT	Fee	
Pursuant to Chapter 111 of the Town Code	\$750-\$1,500	
(Permit Length – Seasonal to one (1) year certain restrictions apply)		
CONCESSION RATES ³	MINIMUM FEE	
Flying Point Beach	\$4,000	
Foster Memorial Beach	\$1,500	
Mecox Beach	\$1,500	
Pikes Beach	\$3,000	
Red Creek Park	\$2,000	
Sagg Main Beach	\$4,000	
W. Scott Cameron Beach	\$1,500	
Tiana Beach	\$5,000	\$2,500 (2018 Fee \$2,500/2019 Fee \$5,000)
Ponquogue Beach	\$10,000	
Hot Bog Beach	\$1,000	\$750 (2018 Fee \$250/ 2019 Fee \$1,000)
Red Creek Park	\$2,000	\$2,000 (New Fee)
Good Ground Park	\$500	\$500 (New Fee)
COMMERCIAL PHOTOGRAPHY PERMITS	Fee	
Late Filing Fee (7 days or less from shoot date)	\$ 250	
STILL PHOTOGRAPHY		
For 8 hours	\$350	
Per additional hour over 8 hours	\$20	
FILM OR VIDEO PHOTOGRAPHY		
Per 8 hours for cast/crew of 30 or 1-10 vehicles	\$750	
Per 8 hours for cast/crew of 30+ or 11+ vehicles	\$1,600	
Per additional hour over 8 hours	\$50	
Student Fee	\$90	
PROGRAM FEES (Subsidized)		
CPR	\$65	
Jr. Lifeguards	\$90	\$ 15 (2018 Fee \$75/2019 Fee \$90)
Lifeguard Training	\$100 Recertification \$200 Full	
Sailing	\$225 Youth \$250 Adult	
Soft Ball Leagues	\$125 Men's \$75 Women's \$100 Over 40 \$50 Non-Resident Individual	
Swimming Lessons	\$25	\$5 (2018 Fee \$20/2019 Fee \$25)
SUMMER FUN	\$75 Individual \$200 Family (of 3 or more)	\$25 Individual \$75 Family of 3 or more (2018 FEE \$50 Individual \$125 Family of 3 or more /2019 FEE \$75 Individual \$200 Family of 3 or more)
SPORTS PROGRAM FEES	Cost of instruction+Admin Overhead	
SPORTS PROGRAM FEES (Non-Resident)	Resident fee+ \$20	

2019 Parks & Recreation Fee Schedule

Fee Schedule	2019 Fee Schedule	Adopted Increase
CORWITH PARK AND SAYRE PARK FACILITY USE PERMITS ²		
Event Fee	\$ 2,500 per day (includes parking)	
Parking Only	\$ 600 per 8 hrs. + \$50 for each additional hour	
Security Deposit (Required)	\$ 2,500 - Refundable	
	Note: 150+ people – Special Event Permit Necessary	
PARKS FACILITY USE PERMITS ²		
Parks Facility Use Permit for <u>Events/Fundraisers</u>	\$250 (8 hr. min) + \$35 ea additional hr	
	150+ people – Special Event Permit Necessary	
<u>Caterer service</u>	\$200	
(Fee is in addition to the Facility Use Permit Fee)		
<u>Red Creek Park Activity Center</u>		
Resident/taxpayer for 5 hours	\$125 0- 50 people	
(Max. 100 guests)	\$150 51-100 people	
	\$100 Security Deposit Required (Refundable)	
<u>Red Creek Park Picnic Pavilion</u>		
Resident/taxpayer for 5 hours	\$50 0- 50 people	
(Max. 50 guests)	\$75 51-100 people	
Sports Fields/Sports Courts		
Ball fields: 1½ hours	\$25	
Ball field w/ lights: 2 hours	\$50	
Tournament Fees: w/ lights	\$125 per 8 hrs + \$ 10 per hr OT	
Basketball Courts: 2 hours	\$10 per court	
Hockey Rink: 2 hours	\$20	
Hockey Rink w/lights: 2 hours	\$40	
Volleyball Court: 2 hours	\$10 per court	
Soccer Field	\$15 per hour	
Skate Park Membership		
Annual Resident Individual	\$40	
Annual Resident Family	\$75 (2 members)	
	\$100 (3 members)	
Daily Resident Individual	\$5	
Annual Non-Resident Individual	\$50	
Daily Non-Resident Individual	\$10	
FOOTNOTES:		
1. Alcoholic Beverage Permits available for certain properties at certain times as determined by the Superintendent of P&R as per Chapter 283 of Town Code		
2. Rates for facility use permits may be reduced by the Town Parks Director or the Town Board for local not-for-profit groups when deemed appropriate for		
3. Town Parks Director authorized to pro-rate one-year agreements if appropriate to establish a vendor for a partial season		

PARKS & RECREATION FACILITY FEE SCHEDULE GUIDE 2019

# OF PEOPLE	<u>A</u> RED CREEK <i>(Security Deposit Required – Refundable \$100)</i>	<u>B</u> BEACH GATHERINGS	<u>C</u> TIANA BEACH ACTIVITY CENTER <i>(Security Deposit Required – Refundable \$500)</i>	ALCOHOL <i>(Permitted at Beaches & Tiana Beach Activity Center Only)</i>
25-Jan	\$125	\$50+ \$200 (Catering Fee) w/o parking waivers	\$450	\$50
26 - 50	\$125	\$100+ \$200 (Catering Fee) w/o parking waivers	\$600	\$100
51 - 75	\$150	\$100+ \$200 (Catering Fee) w/o parking waivers	\$600	\$100
0 – 75		\$100+ \$200 (Catering Fee) w/ parking waivers		\$50 / \$100 (Fee based on # of ppl)
76 - 100	\$150	\$150+ \$200 (Catering Fee) w/ parking waivers	\$800	\$200
101 - 150	N/A	\$200+ \$200 (Catering Fee) w/ parking waivers	\$800	\$200
Over 150	N/A	TBD by Town Board	TBD by Town Board	TBD by Town Board
		Late Fee (3 business days in adv)	\$50	
		Rescheduling Fee	\$50	

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Parks & Recreation Admin													
Parks & Recreation Admin - 7020													
Town Parks Director	ADMINISTRATIVE	111,019	3,331	0	114,350	29,184	8,363	15,424	6,199	59,170	173,520	11.8	100.0
Office Assistant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 5	44,121	1,765	0	45,885	28,344	3,601	6,045	1,369	39,359	85,244	7.8	100.0
Senior Administrative Assistant - Requested	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - H / Step 1	57,513	0	0	57,513	25,982	4,519	7,584	1,770	39,854	97,367		100.0
Senior Account Clerk Typist	CSEA40HOUR-NEW / CSEA40HOUR-NEW - E / Step 4	55,635	4,451	0	60,086	28,344	4,711	7,908	1,729	42,692	102,778	15.8	100.0
Senior Office Assistant	CSEA40HOUR-NEW / CSEA40HOUR-NEW - D / Step 4	51,866	3,112	0	54,978	28,344	4,313	7,239	1,609	41,505	96,483	12.6	100.0
Office Assistant	PART-TIME	20,000	0	0	20,000	0	1,571	0	627	2,199	22,199		100.0
Office Assistant	PART-TIME	14,280	0	0	14,280	0	1,122	0	453	1,575	15,855		100.0
Office Assistant	SEASONAL	7,140	0	0	7,140	0	561	0	235	796	7,936		100.0
Total Parks & Recreation Admin - 7020		361,573	12,659	0	374,231	140,198	28,762	44,199	13,991	227,150	601,381		

NOTES:

Town of Southampton

2019 Adopted Budget

Parks & Recreation Admin - 7020

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 Amended % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	460,688	447,133	473,626	476,227	476,227	626,063	618,781	618,781	618,781	142,554	29.93%	639,717	641,135	641,135	641,135
	Total Real Property Taxes	460,688	447,133	473,626	476,227	476,227	626,063	618,781	618,781	618,781	142,554	29.93%	639,717	641,135	641,135	641,135
Other Revenue:																
2701	Miscellaneous Tax Receipts	0	32	0	0	37	0	0	0	0	0	0.00%	0	0	0	0
	Total Other Revenue	0	32	0	0	37	0	0	0	0	0	0.00%	0	0	0	0
	Total Revenue	460,688	447,164	473,626	476,227	476,264	626,063	618,781	618,781	618,781	142,554	29.93%	639,717	641,135	641,135	641,135
Salaries:																
6100	Salaries	235,382	236,711	247,845	249,821	218,519	324,114	320,153	320,153	320,153	(70,331)	(28.15%)	334,437	335,585	335,585	335,585
6105	Part Time Salaries	21,000	12,327	21,000	21,000	20,356	41,420	41,420	41,420	41,420	(20,420)	(97.24%)	41,848	41,848	41,848	41,848
6110	Longevity	9,445	9,498	11,745	11,881	12,094	12,509	12,659	12,659	12,659	(777)	(6.54%)	12,875	13,025	13,025	13,025
	Total Salaries	265,827	258,536	280,591	282,703	250,969	378,043	374,231	374,231	374,231	(91,528)	(32.38%)	389,160	390,458	390,458	390,458
Employee Benefits - Current:																
6810	Employee Retirement - Active	34,643	34,811	36,906	37,200	30,866	44,686	44,199	44,199	44,199	(6,999)	(18.82%)	46,101	46,288	46,288	46,288
6830	FICA Tax Expenditure	20,336	18,635	21,711	21,875	18,154	29,387	28,762	28,762	28,762	(6,887)	(31.48%)	30,126	29,895	29,895	29,895
6835	MTA Tax	904	834	985	993	807	1,328	1,315	1,315	1,315	(322)	(32.46%)	1,367	1,372	1,372	1,372
6840	Worker's Compensation	2,948	2,927	9,058	9,081	7,482	12,520	12,538	12,538	12,538	(3,457)	(38.07%)	12,863	13,022	13,022	13,022
6860	Medical Insurance - Active Employees	113,844	94,549	102,132	102,132	89,336	135,900	133,649	133,649	133,649	(31,517)	(30.86%)	135,900	135,900	135,900	135,900
6865	Dental & Optical	5,213	5,124	5,270	5,270	4,612	6,660	6,549	6,549	6,549	(1,279)	(24.26%)	6,660	6,660	6,660	6,660
6875	Disability	173	52	173	173	39	139	138	138	138	35	20.28%	139	139	139	139
	Total Employee Benefits - Current	178,060	156,932	176,235	176,724	151,296	230,621	227,150	227,150	227,150	(50,426)	(28.53%)	233,157	233,277	233,277	233,277
	Total Employee Costs	443,888	415,468	456,826	459,427	402,265	608,663	601,381	601,381	601,381	(141,954)	(30.90%)	622,317	623,735	623,735	623,735
Contractual:																
6401	Contracts	650	0	650	0	0	650	650	650	650	(650)	(100.00%)	650	650	650	650
6404	Electric	3,800	3,397	3,800	3,800	3,151	3,800	3,800	3,800	3,800	0	0.00%	3,800	3,800	3,800	3,800
6405	Fuel Oil	2,000	0	2,000	1,280	0	2,000	2,000	2,000	2,000	(720)	(56.25%)	2,000	2,000	2,000	2,000
6410	Postage	600	432	600	600	518	600	600	600	600	0	0.00%	600	600	600	600
6411	Printing and Stationery	200	32	200	200	0	200	200	200	200	0	0.00%	200	200	200	200
6420	Other	5,500	6,330	5,500	6,270	6,542	5,500	5,500	5,500	5,500	770	12.28%	5,500	5,500	5,500	5,500
6425	Office Supplies	1,700	1,337	1,700	1,600	1,308	1,700	1,700	1,700	1,700	(100)	(6.25%)	1,700	1,700	1,700	1,700
6426	Supplies - Other	250	0	250	250	106	250	250	250	250	0	0.00%	250	250	250	250
6466	Telephone - Wireless	1,700	1,471	1,700	1,700	1,425	1,700	1,700	1,700	1,700	0	0.00%	1,700	1,700	1,700	1,700
6477	Copier Leases	400	1,170	400	1,100	1,054	1,000	1,000	1,000	1,000	100	9.09%	1,000	1,000	1,000	1,000
	Total Contractual	16,800	14,169	16,800	16,800	14,104	17,400	17,400	17,400	17,400	(600)	(3.57%)	17,400	17,400	17,400	17,400
	Total Expenditures	460,688	429,637	473,626	476,227	416,369	626,063	618,781	618,781	618,781	(142,554)	(29.93%)	639,717	641,135	641,135	641,135
	Net Surplus (Deficit)	0	17,528	0	0	59,895	0	0	0	0			0	0	0	0

Department Summary

Department: Recreation Programs Admin

Budget Year: 2019

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 7021

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

To provide administrative supervision for Red Creek Park and North Sea Community Park, as well as supervision of 2 skateboard parks. This division is also responsible for overall planning and supervision for over 516 recreation programs offered to residents Town-wide. Most programs offered are fee supported.

Workload:

The Division of Recreational Programming is responsible for the general supervision and administration of all publicity materials produced by the Parks Department in connection with parks facilities, special events and recreational program offerings.

Ongoing evaluation of recreational programming and needs assessments is necessary to help determine which programs to continue to offer and new program offerings desired. Attention to detail and proper supervision is necessary to insure the provision of quality programming.

Recreational programs are promoted and publicized with press releases, Public Service Announcements, radio announcements, on the Town website, through email blasts and flyers distributed throughout the Town. Three quarterly recreational program brochures are produced annually for mailing and emailing to over 5,000 program registrants and distributed throughout the Town, as budgeted for through the Division of Recreational Programming.

The Division provides staffing oversight of the Red Creek Park Skate Park and similar facilities and oversees the coordination of recreational programming, sports activities and special events sponsored by the Department. In addition to the fulltime recreational staff and scheduling at recreation facilities and sports fields, the Division of Recreational Programming encompasses over 80 program instructors and over 40 part-time recreational staff employee's. Generally, more than 5,000 individuals participate in over 500 recreational programs.

Goals & Objectives:

1. Grow programming and registration rates.
2. Promote programs through the Town's website, email, and social media.
3. Streamline registration process and interaction with instructors through new RecPro software.

Legal Authority:

Established pursuant to General Municipal Law, Article 13.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Recreation													
Recreation Programs Admin - 7021													
Assistant Town Parks Director	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - L / Step 3	79,378	0	0	79,378	28,344	6,388	10,722	4,429	49,883	129,261	1.9	100.0
Assistant Recreation Leader	PART-TIME	14,851	0	0	14,851	0	1,167	0	470	1,637	16,488		100.0
Recreation Aide II	PART-TIME	13,260	0	0	13,260	0	1,042	0	422	1,464	14,724		100.0
Recreation Leader	PART-TIME	13,770	0	0	13,770	0	1,053	0	64	1,118	14,888		100.0
Recreation Program Planner	PART-TIME	16,320	0	0	16,320	0	1,282	0	515	1,797	18,117		100.0
Recreation Specialist	SEASONAL	918	0	0	918	0	70	0	21	91	1,009		100.0
Recreation Supervisor	SEASONAL	5,100	0	0	5,100	0	390	0	35	425	5,525		100.0
Senior Recreation Leader	SEASONAL	6,222	0	0	6,222	0	491	0	231	722	6,944		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide II	SEASONAL	2,775	0	0	2,775	0	215	0	59	274	3,049		100.0
Recreation Aide II	SEASONAL	2,775	0	0	2,775	0	215	0	59	274	3,049		100.0
Recreation Aide II	SEASONAL	2,775	0	0	2,775	0	215	0	59	274	3,049		100.0
Recreation Specialist	SEASONAL	2,040	0	0	2,040	0	156	0	24	180	2,220		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide II	SEASONAL	2,775	0	0	2,775	0	215	0	59	274	3,049		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	160	0	80	240	2,280		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Recreation													
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Leader	SEASONAL	2,040	0	0	2,040	0	156	0	24	180	2,220		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide II	SEASONAL	2,775	0	0	2,775	0	215	0	59	274	3,049		100.0
Recreation Aide II	SEASONAL	2,775	0	0	2,775	0	215	0	59	274	3,049		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	160	0	80	240	2,280		100.0
Recreation Aide I	SEASONAL	2,040	0	0	2,040	0	158	0	48	206	2,246		100.0
Recreation Aide II	SEASONAL	2,775	0	0	2,775	0	215	0	59	274	3,049		100.0
Recreation Aide II	SEASONAL	2,775	0	0	2,775	0	215	0	59	274	3,049		100.0
Recreation Aide II	SEASONAL	2,775	0	0	2,775	0	215	0	59	274	3,049		100.0
Total Recreation Programs Admin - 7021		231,914	0	0	231,914	28,344	18,237	10,722	8,073	65,376	297,290		

NOTES:

Town of Southampton
2019 Adopted Budget
Recreation Programs Admin - 7021

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 Amended % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	84,023	84,023	144,440	144,440	144,440	150,920	150,920	150,920	150,920	6,480	4.49%	157,766	157,766	157,766	157,766
	Total Real Property Taxes	84,023	84,023	144,440	144,440	144,440	150,920	150,920	150,920	150,920	6,480	4.49%	157,766	157,766	157,766	157,766
Other Revenue:																
2001	Program Fees	375,000	382,522	375,000	375,000	358,662	375,000	375,000	375,000	375,000	0	0.00%	375,000	375,000	375,000	375,000
2701	Miscellaneous Tax Receipts	0	0	0	0	281	0	0	0	0	0	0.00%	0	0	0	0
3820	State Aid - Youth Programs,	6,000	6,000	6,000	6,000	4,500	6,000	6,000	6,000	6,000	0	0.00%	6,000	6,000	6,000	6,000
	Total Other Revenue	381,000	388,522	381,000	381,000	363,443	381,000	381,000	381,000	381,000	0	0.00%	381,000	381,000	381,000	381,000
	Total Revenue	465,023	472,545	525,440	525,440	507,883	531,920	531,920	531,920	531,920	6,480	1.23%	538,766	538,766	538,766	538,766
Salaries:																
6100	Salaries	67,328	59,640	76,160	76,160	67,064	79,378	79,378	79,378	79,378	(3,218)	(4.22%)	82,131	82,131	82,131	82,131
6105	Part Time Salaries	136,718	144,016	150,035	154,060	149,679	152,536	152,536	152,536	152,536	1,524	0.99%	155,587	155,587	155,587	155,587
	Total Salaries	204,045	203,657	226,195	230,220	216,743	231,914	231,914	231,914	231,914	(1,694)	(0.74%)	237,718	237,718	237,718	237,718
Employee Benefits - Current:																
6810	Employee Retirement - Active	9,527	9,573	11,194	11,194	9,362	10,722	10,722	10,722	10,722	471	4.21%	11,094	11,094	11,094	11,094
6830	FICA Tax Expenditure	15,609	15,464	17,826	18,838	16,392	18,237	18,237	18,237	18,237	601	3.19%	18,696	18,696	18,696	18,696
6835	MTA Tax	694	685	792	807	728	811	811	811	811	(3)	(0.41%)	831	831	831	831
6840	Worker's Compensation	4,985	4,949	6,821	6,840	5,635	6,479	6,479	6,479	6,479	361	5.28%	6,670	6,670	6,670	6,670
6860	Medical Insurance - Active Employees	22,932	13,768	25,368	25,368	22,190	27,012	27,012	27,012	27,012	(1,644)	(6.48%)	27,012	27,012	27,012	27,012
6865	Dental & Optical	1,304	747	1,318	1,318	1,153	1,332	1,332	1,332	1,332	(14)	(1.09%)	1,332	1,332	1,332	1,332
6875	Disability	1,296	315	1,296	1,325	131	783	783	783	783	542	40.91%	783	783	783	783
	Total Employee Benefits - Current	56,348	45,501	64,615	65,690	55,590	65,376	65,376	65,376	65,376	314	0.48%	66,417	66,417	66,417	66,417
	Total Employee Costs	260,393	249,158	290,810	295,910	272,333	297,290	297,290	297,290	297,290	(1,380)	(0.47%)	304,136	304,136	304,136	304,136
Contractual:																
6401	Contracts	4,130	2,350	34,130	34,130	7,024	34,130	34,130	34,130	34,130	0	0.00%	34,130	34,130	34,130	34,130
6410	Postage	6,500	3,225	6,500	3,400	3,225	6,500	6,500	6,500	6,500	(3,100)	(91.18%)	6,500	6,500	6,500	6,500
6411	Printing and Stationery	10,000	8,884	10,000	10,000	9,056	10,000	10,000	10,000	10,000	0	0.00%	10,000	10,000	10,000	10,000
6418	Uniforms	1,000	856	1,000	1,000	0	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000
6420	Other	8,000	7,817	8,000	6,000	5,683	8,000	8,000	8,000	8,000	(2,000)	(33.33%)	8,000	8,000	8,000	8,000
6470	Program Expenses	175,000	160,676	175,000	175,000	123,644	175,000	175,000	175,000	175,000	0	0.00%	175,000	175,000	175,000	175,000
	Total Contractual	204,630	183,808	234,630	229,530	148,632	234,630	234,630	234,630	234,630	(5,100)	(2.22%)	234,630	234,630	234,630	234,630
	Total Expenditures	465,023	432,966	525,440	525,440	420,966	531,920	531,920	531,920	531,920	(6,480)	(1.23%)	538,766	538,766	538,766	538,766
	Net Surplus (Deficit)	0	39,578	0	0	86,917	0	0	0	0			0	0	0	0

Department Summary

Department: Parks Maintenance

Budget Year: 2019

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 7110

Manager: Jon Erwin

Departmental Mission & Responsibilities:

The Department of Parks and Recreation provides numerous services to the Town's residents and visitors, including the supervision and maintenance of Town-owned park facilities and offers a wide variety of recreation programs. The Parks Maintenance Division includes four sections: Parks Repair Crews, Grounds Crew and Docks, Street Lighting and Marinas. All are supervised by the Town Maintenance Supervisor.

As per New York State law, if a cemetery is no longer used for active burial purposes and there is no longer an active Cemetery Board or Trustees for stewardship purposes, the cemetery is considered to be abandoned and grass cutting and suitable fencing is the responsibility of the Town Board as a General Fund Town-wide charge.

The Department of Parks and Recreation is responsible for providing maintenance and logistical support to various neighborhood park facilities, hamlet greens, pocket park projects and special events, as directed by the Town Board.

The "Cemeteries" and "Hamlet Greens" expenses have been consolidated into the Parks Maintenance Division.

The Parks & Recreation Department also administers funding for landscape maintenance in park districts, public parking districts and downtown enhancement projects for Bridgehampton, Water Mill and Hampton Bays. The park district budget allocations are located under the heading "Park Districts." The public parking district budget allocations are located under the heading "Public Parking Districts." "Hamlet Beautification" is funded under a separate cost center, and is also administered by the Parks & Recreation Department.

Workload:

NOTES:

Department Summary

Department: Parks Maintenance

Budget Year: 2019
Division: Parks & Recreation Department
Tax District: Full Town

Cost Center #: 7110
Manager: Jon Erwin

NOTES:

The Parks Maintenance Division is responsible for the overall maintenance and repair of twelve (12) Town buildings and numerous ground area parks, including: eleven (11) baseball diamonds (four of which are lighted), three (3) soccer fields and Ten (10) playgrounds, as well as eleven (11) tennis courts, three (3+) basketball courts, three (3) restrooms, three (3) picnic areas, ten (10) miles of nature trails, nine (9) County approved bathing beaches two (2) of which have concession buildings) with restrooms, ten (10) historic cemeteries and grounds, two (2) historic sites, three (3) park activity centers, a park pavilion, two (2) skate parks, and pickle ball courts.

The Parks Maintenance budget encompasses staffing, equipment and contractual needs for regional park facilities and neighborhood parks. Included in this Parks Maintenance budget are hamlet greens and pocket parks, cemeteries, historic buildings, nature preserves and trails. Shinnecock Commercial Dock (Enterprise Fund) and Conscience Point Marina (Enterprise Fund) have separate budgets. Parks Maintenance requirements at beaches and access roads are funded through an allocation from the beaches budget (Enterprise Fund), under the auspices of the Beach Operations Division, including an interdepartmental "tradeoff" to fund the full time salaries in exchange for Parks Maintenance services provided at beaches and access roads.

Tasks for the Parks Maintenance Division are especially intense from mid March through the end of October as sports fields, beaches and parks, and facilities are in constant need of general maintenance and repair. All outdoor facilities are shut down, drained and secured each fall and then opened each spring. This procedure must be on schedule, since thousands of resident taxpayers and guests expect the facilities to be ready for use during the peak season. The Parks Department is responsible for the overall maintenance of ten (10) Town-owned historic burial grounds and abandoned cemeteries, which range in size from the 100 square foot Indian Preacher gravesite in Hampton Bays to the large areas of South End Historic Burying Ground on Little Plains Road and North End Historic Burying Ground on Main Street in the Village of Southampton. All maintenance at Town-owned or abandoned cemeteries is done by the Parks Maintenance Division, which is directed to attend to the grounds maintenance needs of these memorial park sites as part of the daily routine, in addition to the Town's regional parks, neighborhood parks, hamlet greens, bathing beaches and other facilities under purview of the Department.

Each historic burial ground is cleaned up in autumn, e.g., leaves, tree trimming, etc. A spring clean up is also performed. Summer maintenance consists of mowing at least once every ten (10) to fourteen(14) days during growing season April – July. In addition, numerous hedges are cut each year and picket fences and signage repaired.

The Parks Department maintains the East Quogue Village Green, Flanders Memorial Green, Berwind Memorial, Riverside Circle Green at Peconic Avenue, pocket parks in Hampton Bays and East Quogue, and the Wildwood Lake Park in Northampton. They are also charge with maintaining parkland, open space, and certain CPF purchased properties.

The Parks Department is also responsible for snow plowing and related winter maintenance at the associated hamlet greens parking lots and flower watering in downtown areas of Hampton Bays, East Quogue, Water Mill, Flanders and Bridgehampton.

The Parks Department is also responsible for all refuse/recyclables collections at all Town facilities, parks, beaches, and access roads.

Department Summary

Department: Parks Maintenance

Budget Year: 2019

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 7110

Manager: Jon Erwin

Goals & Objectives:

1. Pursue additional training in areas such as power equipment safety and pesticide application.
2. Assist with various capital projects and improvements in several park and beach facilities.

Legal Authority:

Established pursuant to Southampton Town Law #220, #290 & #536A.

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Park Maintenance													
Parks Maintenance - 7110													
Town Maintenance Supervisor	ADMINISTRATIVE	92,861	4,643	2,679	100,183	29,184	8,033	13,483	5,203	55,904	156,087	24.9	100.0
Groundskeeper I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 3	42,882	0	2,595	45,477	1,332	3,650	6,126	2,409	13,517	58,994	1.8	100.0
Groundskeeper I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 3	42,882	0	0	42,882	13,008	3,451	5,792	2,401	24,652	67,534	1.6	100.0
Groundskeeper II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 7	49,191	1,968	0	51,159	28,344	4,109	6,897	2,758	42,108	93,267	5.8	100.0
Groundskeeper II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 6	48,481	0	0	48,481	14,304	3,902	6,549	2,712	27,466	75,947	4.6	100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 4	47,179	0	2,595	49,774	1,332	3,995	6,706	2,648	14,682	64,456	3.2	100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 8	49,569	2,974	0	52,543	28,344	4,217	7,078	2,782	42,421	94,964	12.3	100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 5	47,836	0	0	47,836	28,344	3,850	6,462	2,676	41,331	89,167	5.3	100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 2	45,858	0	0	45,858	13,008	3,691	6,194	2,566	25,459	71,317	4.5	100.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 7	25,691	1,028	0	26,719	11,338	2,147	3,604	1,451	18,540	45,258	5.8	40.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 2	60,239	0	0	60,239	13,008	4,793	8,044	2,640	28,485	88,724	4.6	100.0
Parks Maintenance Crew Leader	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - I / Step 5	70,428	2,817	0	73,245	28,344	5,883	9,875	3,941	48,043	121,288	6.4	100.0
Maintenance Mechanic I	CSEA40HOUR-NEW / CSEA40HOUR-NEW - C / Step 6	49,569	2,974	0	52,543	14,304	4,217	7,078	2,782	28,381	80,924	10.5	100.0
Maintenance Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 6	65,083	5,207	0	70,290	28,344	5,636	9,460	3,652	47,092	117,382	17.6	100.0

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Park Maintenance													
Maintenance Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 2	60,719	4,858	0	65,577	28,344	5,258	8,825	3,408	45,836	111,413	15.0	100.0
Groundskeeper III	CSEA40HOUR-OLD / CSEA40HOUR-OLD - 11 / Step 6	74,917	7,492	2,727	85,136	31,344	6,811	11,432	4,216	53,802	138,939	28.3	100.0
Maintenance Mechanic IV	CSEA40HOUR-OLD / 13 / Step 6	79,908	6,393	0	86,300	28,344	6,920	11,615	4,480	51,359	137,659	19.3	100.0
Groundskeeper I	PART-TIME	7,650	0	0	7,650	0	616	0	443	1,058	8,708		100.0
Groundskeeper I	PART-TIME	7,742	0	0	7,742	0	623	0	448	1,071	8,813		100.0
Automotive Equipment Operator	SEASONAL	8,670	0	0	8,670	0	713	0	699	1,412	10,082		100.0
Groundskeeper I	SEASONAL	7,650	0	0	7,650	0	616	0	443	1,058	8,708		100.0
Groundskeeper I	SEASONAL	7,650	0	0	7,650	0	616	0	443	1,058	8,708		100.0
Groundskeeper I	SEASONAL	7,650	0	0	7,650	0	616	0	443	1,058	8,708		100.0
Groundskeeper I	SEASONAL	7,650	0	0	7,650	0	616	0	443	1,058	8,708		100.0
Maintenance Mechanic I	SEASONAL	9,884	0	0	9,884	27,012	795	0	567	28,374	38,258		100.0
Park Attendant	SEASONAL	7,650	0	0	7,650	0	616	0	443	1,058	8,708		100.0
Park Attendant	SEASONAL	7,650	0	0	7,650	0	616	0	443	1,058	8,708		100.0
Park Attendant	SEASONAL	7,650	0	0	7,650	0	616	0	443	1,058	8,708		100.0
Total Parks Maintenance - 7110		1,040,791	40,352	10,596	1,091,739	367,582	87,619	135,219	57,981	648,401	1,740,139		

NOTES:

Town of Southampton

2019 Adopted Budget

Parks Maintenance - 7110

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 Amended % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	2,106,002	2,042,580	2,363,101	2,317,712	2,317,712	2,397,114	2,387,114	2,387,114	2,387,114	69,402	2.99%	2,416,363	2,416,363	2,416,363	2,416,363
	Total Real Property Taxes	2,106,002	2,042,580	2,363,101	2,317,712	2,317,712	2,397,114	2,387,114	2,387,114	2,387,114	69,402	2.99%	2,416,363	2,416,363	2,416,363	2,416,363
Other Revenue:																
1521	Departmental Income	25,000	37,471	25,000	35,795	40,247	25,000	25,000	25,000	25,000	(10,795)	(30.16%)	25,000	25,000	25,000	25,000
2680	Insurance Recoveries	0	0	0	0	4,934	0	0	0	0	0	0.00%	0	0	0	0
2701	Miscellaneous Tax Receipts	0	2,507	0	0	1,849	0	0	0	0	0	0.00%	0	0	0	0
2770	Miscellaneous	0	1,000	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
3089	Unallocated - State Aid, Other	0	0	0	5,000	5,000	0	0	0	0	(5,000)	(100.00%)	0	0	0	0
3910	State Aid - Conservation	0	27,983	0	0	17,781	0	0	0	0	0	0.00%	0	0	0	0
	Total Other Revenue	25,000	68,961	25,000	40,795	69,812	25,000	25,000	25,000	25,000	(15,795)	(38.72%)	25,000	25,000	25,000	25,000
	Total Revenue	2,131,002	2,111,541	2,388,101	2,358,507	2,387,524	2,422,114	2,412,114	2,412,114	2,412,114	53,607	2.27%	2,441,362	2,441,363	2,441,363	2,441,363
Salaries:																
6100	Salaries	811,516	783,787	896,511	852,343	725,518	953,295	953,295	953,295	953,295	(100,952)	(11.84%)	980,222	980,222	980,222	980,222
6101	Overtime	15,000	50,166	15,000	50,000	47,828	50,000	50,000	50,000	50,000	0	0.00%	50,000	50,000	50,000	50,000
6103	Accumulated Sick/Personal Days	4,450	9,144	15,965	1,365	1,313	5,406	5,406	5,406	5,406	(4,041)	(296.04%)	5,406	5,406	5,406	5,406
6105	Part Time Salaries	60,553	64,705	85,780	85,780	55,854	87,496	87,496	87,496	87,496	(1,716)	(2.00%)	89,246	89,246	89,246	89,246
6110	Longevity	36,872	37,351	38,627	38,649	30,893	40,352	40,352	40,352	40,352	(1,703)	(4.41%)	41,236	41,236	41,236	41,236
6127	Cash in Lieu of Health Benefits	5,100	3,726	0	4,872	2,436	5,190	5,190	5,190	5,190	(318)	(6.53%)	5,190	5,190	5,190	5,190
	Total Salaries	933,491	948,880	1,051,883	1,033,009	863,842	1,141,739	1,141,739	1,141,739	1,141,739	(108,730)	(10.53%)	1,171,299	1,171,299	1,171,299	1,171,299
Employee Benefits - Current:																
6810	Employee Retirement - Active	121,398	121,988	139,214	132,726	116,430	135,219	135,219	135,219	135,219	(2,493)	(1.88%)	138,966	138,966	138,966	138,966
6830	FICA Tax Expenditure	71,415	70,980	85,740	82,896	64,462	91,444	91,444	91,444	91,444	(8,548)	(10.31%)	93,808	93,808	93,808	93,808
6835	MTA Tax	3,178	3,173	3,815	3,686	2,876	4,064	4,064	4,064	4,064	(379)	(10.27%)	4,170	4,170	4,170	4,170
6840	Worker's Compensation	63,960	63,489	68,873	65,830	56,894	53,610	53,610	53,610	53,610	12,219	18.56%	55,081	55,081	55,081	55,081
6860	Medical Insurance - Active Employees	267,852	267,082	355,015	320,611	247,938	345,737	345,737	345,737	345,737	(25,126)	(7.84%)	345,737	345,737	345,737	345,737
6865	Dental & Optical	18,474	16,441	20,291	20,291	15,701	21,845	21,845	21,845	21,845	(1,554)	(7.66%)	21,845	21,845	21,845	21,845
6875	Disability	725	133	760	760	61	477	477	477	477	284	37.29%	477	477	477	477
	Total Employee Benefits - Current	547,001	543,286	673,708	626,800	504,363	652,396	652,396	652,396	652,396	(25,595)	(4.08%)	660,083	660,083	660,083	660,083
	Total Employee Costs	1,480,492	1,492,166	1,725,591	1,659,809	1,368,205	1,794,134	1,794,134	1,794,134	1,794,134	(134,325)	(8.09%)	1,831,382	1,831,382	1,831,382	1,831,382
Equipment:																
6200	Equipment	65,000	64,436	65,000	71,000	21,239	65,000	65,000	65,000	65,000	6,000	8.45%	65,000	65,000	65,000	65,000
	Total Equipment	65,000	64,436	65,000	71,000	21,239	65,000	65,000	65,000	65,000	6,000	8.45%	65,000	65,000	65,000	65,000
Contractual:																
6401	Contracts	159,830	121,577	129,830	124,120	94,658	118,300	118,300	118,300	118,300	5,820	4.69%	148,300	148,300	148,300	148,300
6403	Gasoline	33,000	23,875	33,000	32,730	27,296	33,000	33,000	33,000	33,000	(270)	(0.82%)	33,000	33,000	33,000	33,000
6404	Electric	115,000	104,101	85,000	85,000	80,222	95,000	85,000	85,000	85,000	0	0.00%	85,000	85,000	85,000	85,000
6405	Fuel Oil	30,000	14,876	30,000	30,000	14,966	30,000	30,000	30,000	30,000	0	0.00%	30,000	30,000	30,000	30,000
6406	Repair Equipment	25,000	22,209	25,000	26,500	24,982	25,000	25,000	25,000	25,000	1,500	5.66%	25,000	25,000	25,000	25,000
6407	Repair Building	85,000	82,727	85,000	80,000	64,763	85,000	85,000	85,000	85,000	(5,000)	(6.25%)	85,000	85,000	85,000	85,000
6408	Repair Vehicle	20,000	27,788	20,000	29,920	29,605	20,000	20,000	20,000	20,000	9,920	33.16%	20,000	20,000	20,000	20,000

Town of Southampton

2019 Adopted Budget

Parks Maintenance - 7110

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 Amended % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget
6415	Telephone	350	180	350	1,100	633	350	350	350	350	750	68.18%	350	350	350	350
6418	Uniforms	3,500	2,139	4,500	11,322	7,403	4,500	4,500	4,500	4,500	6,822	60.25%	4,500	4,500	4,500	4,500
6423	Small Equipment (Non-Capital)	2,500	2,346	2,500	2,250	0	2,500	2,500	2,500	2,500	(250)	(11.11%)	2,500	2,500	2,500	2,500
6426	Supplies - Other	30,130	30,223	30,130	29,630	16,349	30,130	30,130	30,130	30,130	(500)	(1.69%)	30,130	30,130	30,130	30,130
6432	Tree & Stump Removal	0	39,976	71,000	71,000	36,609	38,000	38,000	38,000	38,000	33,000	46.48%	0	0	0	0
6437	Beach & Dune Monitoring	5,000	4,900	5,000	5,000	0	5,000	5,000	5,000	5,000	0	0.00%	5,000	5,000	5,000	5,000
6441	Diesel Fuel	25,000	22,831	25,000	25,000	22,863	25,000	25,000	25,000	25,000	0	0.00%	25,000	25,000	25,000	25,000
6447	Salt	10,000	0	10,000	10,000	2,939	10,000	10,000	10,000	10,000	0	0.00%	10,000	10,000	10,000	10,000
6450	Schools & Training	1,000	1,000	1,000	500	0	1,000	1,000	1,000	1,000	(500)	(100.00%)	1,000	1,000	1,000	1,000
6466	Telephone - Wireless	0	0	0	270	159	0	0	0	0	270	100.00%	0	0	0	0
6474	Other - Landfill Charges	40,000	40,478	40,000	40,000	31,936	40,000	40,000	40,000	40,000	0	0.00%	40,000	40,000	40,000	40,000
6477	Copier Leases	200	1	200	200	39	200	200	200	200	0	0.00%	200	200	200	200
	Total Contractual	585,510	541,226	597,510	604,542	455,420	562,980	552,980	552,980	552,980	51,562	8.53%	544,980	544,980	544,980	544,980
	Debt Service:															
6900	Interfund Transfer Expense	0	0	0	30,188	30,188	0	0	0	0	30,188	100.00%	0	0	0	0
	Total Debt Service	0	0	0	30,188	30,188	0	0	0	0	30,188	100.00%	0	0	0	0
	Total Expenditures	2,131,002	2,097,828	2,388,101	2,365,539	1,875,051	2,422,114	2,412,114	2,412,114	2,412,114	(46,575)	(1.97%)	2,441,362	2,441,362	2,441,362	2,441,362
	Net Surplus (Deficit)	0	13,713	0	(7,032)	512,473	0	0	0	0			0	0	0	0
	Appropriated Fund Balance:															
9090	Appropriated Fund Balance	0	0	0	7,032	0	0	0	0	0			0	0	0	0
	Net Surplus (Deficit)	0	13,713	0	0	512,473	0	0	0	0			0	0	0	0

Department Summary

Department: Hamlet Beautification

Budget Year: 2019
Division: Parks & Recreation Department
Tax District: Full Town

Cost Center #: 7115
Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

The Hamlet Beautification allocation supports the maintenance of center medians, roundabouts and flagpole areas not included in park settings, bus shelter areas, and traffic calming features.

Workload:

The Hamlet Beautification cost center is the liaison between the Town of Southampton and various civic groups including, but not limited to, the Hampton Bays Beautification Association (HBBA) and the Bridgehampton Village Improvement Society (BVIS). This cost center covers expenses related to downtown areas for landscaping enhancements in medians and roundabouts, as well as bus shelter maintenance. The Parks and Recreation Department disburses funds and ensures the proper use of those funds by the recipient organizations for the use of community beautification and landscape maintenance services.

Goals & Objectives:

The Hamlet Beautification allocation supports community beautification and improvement organizations in order to provide well maintained public areas for the use and benefit of the public.

Legal Authority:

Town Board Resolution and funding through the Annual Operating Budget.

Town of Southampton

2019 Adopted Budget

Hamlet Beautification - 7115

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget
	Real Property Taxes:															
1001	Property Taxes	32,200	32,200	32,200	31,200	33,200	32,200	32,200	32,200	32,200	1,000	3.21%	12,200	12,200	12,200	12,200
	Total Real Property Taxes	32,200	32,200	32,200	31,200	33,200	32,200	32,200	32,200	32,200	1,000	3.21%	12,200	12,200	12,200	12,200
	Total Revenue	32,200	32,200	32,200	31,200	33,200	32,200	32,200	32,200	32,200	1,000	3.21%	12,200	12,200	12,200	12,200
	Total Employee Costs										0	0.00%				
	Contractual:															
6401	Contracts	20,000	18,430	20,000	19,000	9,500	20,000	20,000	20,000	20,000	(1,000)	(5.26%)	0	0	0	0
6420	Other	7,000	6,363	7,000	7,000	1,140	7,000	7,000	7,000	7,000	0	0.00%	7,000	7,000	7,000	7,000
6475	P&R Chargeback - Watering	5,200	5,470	5,200	5,200	2,066	5,200	5,200	5,200	5,200	0	0.00%	5,200	5,200	5,200	5,200
	Total Contractual	32,200	30,262	32,200	31,200	12,706	32,200	32,200	32,200	32,200	(1,000)	(3.21%)	12,200	12,200	12,200	12,200
	Total Expenditures	32,200	30,262	32,200	31,200	12,706	32,200	32,200	32,200	32,200	(1,000)	(3.21%)	12,200	12,200	12,200	12,200
	Net Surplus (Deficit)	0	1,938	0	0	20,494	0	0	0	0			0	0	0	0

Department Summary

Department: Beach Operations

Budget Year: 2019

Division: Parks & Recreation Department

Tax District: Beaches

Cost Center #: 7180

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

The Parks Department's Division of Beach Operations provides oversight for the nine (8) Suffolk County Health Department approved bathing beaches located in various hamlets in Southampton Town. The Beach Operations Division has the following as its core mission: providing safe enhanced public access to all waterfront areas, while taking appropriate actions necessary to preserve and protect the integrity and beauty of the Town's beaches.

Workload:

Each County approved bathing beach facility is staffed with parking attendants and certified lifeguards seven (7) days per week from 10 am-5pm, from the end of June through Labor Day. In addition to seasonal staff, fulltime staff is needed to repair and maintain over twenty seven (27) pavilions, restrooms, ticket booths and first aid areas. Parking lots are also maintained at the bathing beaches, as well as other access points. Annually, the Parks Department administers nearly 45,000 beach parking permits for the approximately 4,000 permit parking spaces currently in place at various beach facilities and access roads regulated as seasonal Parking by Permit Only Areas.

Goals & Objectives:

1. Improve communication between office administration and staff at bathing beaches.
2. Continue funding for Parks Patrol to pay for night supervision of the beach and park areas using Town Public Safety and Bay Constable personnel, for the enforcement of rules and regulations, dog control ordinances and facility use permit requirements.
3. Continue to purchase updated radios and other equipment.
4. Increase recruitment of staff in eastern beach facilities.
5. Complete the renovation of Ponquogue Beach facility, and improvements at Hot Dog Beach.
6. Increase security at attendants' booths.
7. Move beach operations into RecPro software system.

Legal Authority:

General Municipal Law, Article 13

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Beaches													
Beach Operations - 7180													
Maintenance Mechanic II	CSEA40HOUR-NEW / CSEA40HOUR-NEW - E / Step 4	55,635	3,338	0	58,973	14,304	4,733	7,944	3,121	30,101	89,074	13.8	100.0
Attendant Pre-Season 001	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 002	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 003	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 004	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 005	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 006	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 007	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 008	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 009	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 010	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 011	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 012	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 013	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 014	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 015	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 016	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 017	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 018	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 019	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Attendant Pre-Season 020	PART-TIME	4,080	0	0	4,080	0	327	0	232	559	4,639		100.0
Office Assistant	PART-TIME	4,590	0	0	4,590	0	361	0	157	518	5,108		100.0
Office Assistant	PART-TIME	2,372	0	0	2,372	0	186	0	90	276	2,648		100.0
Office Assistant	PART-TIME	10,710	0	0	10,710	0	841	0	344	1,185	11,895		100.0
Assistant Beach Manager	SEASONAL	5,100	0	0	5,100	0	409	0	285	695	5,795		100.0
Assistant Beach Manager	SEASONAL	3,825	0	0	3,825	0	307	0	218	525	4,350		100.0
Assistant Beach Manager	SEASONAL	3,825	0	0	3,825	0	307	0	218	525	4,350		100.0
Assistant Beach Manager	SEASONAL	3,825	0	0	3,825	0	307	0	218	525	4,350		100.0
Assistant Beach Manager	SEASONAL	3,825	0	0	3,825	0	307	0	218	525	4,350		100.0
Beach Attendant	SEASONAL	3,902	0	0	3,902	0	313	0	222	536	4,437		100.0

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Beaches													
Beach Attendant	SEASONAL	3,902	0	0	3,902	0	313	0	222	536	4,437		100.0
Beach Manager	SEASONAL	7,405	0	0	7,405	0	594	0	407	1,001	8,406		100.0
Beach Manager	SEASONAL	6,324	0	0	6,324	0	507	0	350	857	7,181		100.0
Beach Manager	SEASONAL	5,444	0	0	5,444	0	437	0	304	740	6,185		100.0
Beach Manager	SEASONAL	7,617	0	0	7,617	0	611	0	418	1,029	8,646		100.0
Beach Manager	SEASONAL	4,973	0	0	4,973	0	399	0	279	678	5,650		100.0
Beach Manager	SEASONAL	6,222	0	0	6,222	0	499	0	344	844	7,066		100.0
Beach Manager	SEASONAL	5,444	0	0	5,444	0	437	0	304	740	6,185		100.0
Beach Manager Pre-season	SEASONAL	5,100	0	0	5,100	0	409	0	285	695	5,795		100.0
Beach Manager Pre-season	SEASONAL	5,100	0	0	5,100	0	409	0	285	695	5,795		100.0
Beach Manager Pre-season	SEASONAL	5,100	0	0	5,100	0	409	0	285	695	5,795		100.0
Beach Manager Pre-season	SEASONAL	2,074	0	0	2,074	0	166	0	126	293	2,367		100.0
Beach Manager Pre-season	SEASONAL	5,100	0	0	5,100	0	409	0	285	695	5,795		100.0
Senior Beach Manager	SEASONAL	10,200	0	0	10,200	0	819	0	554	1,372	11,572		100.0
Assistant Chief Lifeguard	LIFEGUARDS	4,945	0	0	4,945	0	397	0	277	674	5,619		100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,528	0	0	6,528	0	524	0	361	884	7,412		100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,814	0	0	6,814	0	547	0	376	922	7,736		100.0
Assistant Chief Lifeguard	LIFEGUARDS	7,262	0	0	7,262	0	583	0	399	982	8,244		100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,133	0	0	6,133	0	492	0	340	832	6,965		100.0
Assistant Chief Lifeguard	LIFEGUARDS	7,405	0	0	7,405	0	594	0	407	1,001	8,406		100.0
Assistant Chief Lifeguard	LIFEGUARDS	7,834	0	0	7,834	0	629	0	429	1,058	8,891		100.0
Assistant Chief Lifeguard	LIFEGUARDS	3,898	0	0	3,898	0	313	0	222	535	4,434		100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,838	0	0	6,838	0	549	0	377	926	7,764		100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,671	0	0	6,671	0	535	0	368	903	7,574		100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,708	0	0	6,708	0	538	0	370	908	7,616		100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,528	0	0	6,528	0	524	0	361	884	7,412		100.0
Assistant Chief Lifeguard	LIFEGUARDS	4,798	0	0	4,798	0	385	0	270	655	5,453		100.0
Chief Lifeguard	LIFEGUARDS	9,241	0	0	9,241	0	742	0	503	1,245	10,486		100.0
Chief Lifeguard	LIFEGUARDS	8,221	0	0	8,221	0	660	0	450	1,109	9,331		100.0
Life Guard - Pre-Season 014	LIFEGUARDS	4,590	0	0	4,590	0	368	0	259	627	5,217		100.0
Life Guard - Pre-Season 015	LIFEGUARDS	4,590	0	0	4,590	0	368	0	259	627	5,217		100.0
Life Guard - Pre-Season 016	LIFEGUARDS	4,590	0	0	4,590	0	368	0	259	627	5,217		100.0
Life Guard - Pre-Season 017	LIFEGUARDS	4,590	0	0	4,590	0	368	0	259	627	5,217		100.0

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Beaches													
Senior Life Guard	LIFEGUARDS	5,610	0	0	5,610	0	450	0	312	762	6,372		100.0
Senior Life Guard	LIFEGUARDS	5,610	0	0	5,610	0	450	0	312	762	6,372		100.0
Senior Life Guard	LIFEGUARDS	5,610	0	0	5,610	0	450	0	312	762	6,372		100.0
Senior Life Guard	LIFEGUARDS	5,610	0	0	5,610	0	450	0	312	762	6,372		100.0
Senior Life Guard	LIFEGUARDS	5,610	0	0	5,610	0	450	0	312	762	6,372		100.0
Senior Life Guard	LIFEGUARDS	5,610	0	0	5,610	0	450	0	312	762	6,372		100.0
Senior Life Guard	LIFEGUARDS	5,610	0	0	5,610	0	450	0	312	762	6,372		100.0
Senior Life Guard	LIFEGUARDS	5,610	0	0	5,610	0	450	0	312	762	6,372		100.0
Senior Life Guard	LIFEGUARDS	5,610	0	0	5,610	0	450	0	312	762	6,372		100.0
Senior Life Guard	LIFEGUARDS	5,610	0	0	5,610	0	450	0	312	762	6,372		100.0
Total Beach Operations - 7180		897,826	3,338	0	901,164	14,304	72,287	7,944	49,977	144,512	1,045,677		

NOTES:

Town of Southampton

2019 Adopted Budget

Beach Operations - 7180

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 Amended % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget
Other Revenue:																
1201	Interest And Earnings	1,000	3,732	4,000	4,000	2,818	4,000	4,000	4,000	4,000	0	0.00%	4,000	4,000	4,000	4,000
2011	Rentals	90,000	94,816	90,000	90,000	87,892	90,000	90,000	90,000	90,000	0	0.00%	90,000	90,000	90,000	90,000
2025	Beach Parking Fees	1,450,000	1,625,760	1,483,819	1,519,241	1,572,930	1,627,617	1,562,617	1,562,617	1,562,617	43,376	2.86%	1,591,842	1,591,842	1,591,842	1,591,842
2701	Miscellaneous Tax Receipts	0	2,202	0	0	233	0	0	0	0	0	0.00%	0	0	0	0
2770	Miscellaneous	0	0	0	0	102	0	0	0	0	0	0.00%	0	0	0	0
3889	State Aid - Other Culture & Rec.	0	0	0	0	15,324	0	0	0	0	0	0.00%	0	0	0	0
5031	Interfund Transfer - Revenue	0	0	0	1,204	1,204	0	0	0	0	(1,204)	(100.00%)	0	0	0	0
Total Other Revenue		1,541,000	1,726,510	1,577,819	1,614,445	1,680,503	1,721,617	1,656,617	1,656,617	1,656,617	42,172	2.61%	1,685,842	1,685,842	1,685,842	1,685,842
Total Revenue		1,541,000	1,726,510	1,577,819	1,614,445	1,680,503	1,721,617	1,656,617	1,656,617	1,656,617	42,172	2.61%	1,685,842	1,685,842	1,685,842	1,685,842
Salaries:																
6100	Salaries	50,864	50,866	52,601	53,474	46,724	55,635	55,635	55,635	55,635	(2,161)	(4.04%)	57,887	57,887	57,887	57,887
6101	Overtime	30,000	26,066	30,000	30,000	21,357	50,000	30,000	30,000	30,000	0	0.00%	30,000	30,000	30,000	30,000
6103	Accumulated Sick/Personal Days	0	367	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
6105	Part Time Salaries	750,000	826,728	825,678	855,678	844,524	842,191	842,191	842,191	842,191	13,486	1.58%	858,645	858,645	858,645	858,645
6110	Longevity	3,052	3,052	3,156	3,209	3,208	3,338	3,338	3,338	3,338	(129)	(4.02%)	3,473	3,473	3,473	3,473
Total Salaries		833,916	907,079	911,435	942,361	915,814	951,164	931,164	931,164	931,164	11,196	1.19%	950,005	950,005	950,005	950,005
Employee Benefits - Current:																
6810	Employee Retirement - Active	41,896	55,701	8,165	16,321	15,337	7,944	7,944	7,944	7,944	8,377	51.33%	8,265	8,265	8,265	8,265
6830	FICA Tax Expenditure	63,799	69,339	73,052	73,929	70,032	74,587	74,587	74,587	74,587	(658)	(0.89%)	76,099	76,099	76,099	76,099
6835	MTA Tax	2,843	3,037	3,255	3,361	3,075	3,323	3,323	3,323	3,323	38	1.12%	3,390	3,390	3,390	3,390
6840	Worker's Compensation	35,799	35,535	43,433	43,494	35,879	43,772	43,772	43,772	43,772	(278)	(0.64%)	44,687	44,687	44,687	44,687
6860	Medical Insurance - Active Employees	11,244	11,863	12,324	12,324	11,446	12,972	12,972	12,972	12,972	(648)	(5.26%)	12,972	12,972	12,972	12,972
6865	Dental & Optical	1,304	1,306	1,318	1,318	1,153	1,332	1,332	1,332	1,332	(14)	(1.09%)	1,332	1,332	1,332	1,332
6875	Disability	4,954	1,055	4,954	1,454	423	2,993	2,993	2,993	2,993	(1,539)	(105.89%)	2,993	2,993	2,993	2,993
Total Employee Benefits - Current		161,839	177,835	146,500	152,200	137,345	146,922	146,922	146,922	146,922	5,278	3.47%	149,738	149,738	149,738	149,738
Total Employee Costs		995,755	1,084,914	1,057,935	1,094,561	1,053,159	1,098,087	1,078,087	1,078,087	1,078,087	16,474	1.51%	1,099,743	1,099,743	1,099,743	1,099,743
Equipment:																
6200	Equipment	0	0	0	0	0	20,000	0	0	0	0	0.00%	0	0	0	0
6220	Building Improvements	25,000	14,968	25,000	18,122	468	25,000	25,000	25,000	25,000	(6,878)	(37.95%)	25,000	25,000	25,000	25,000
Total Equipment		25,000	14,968	25,000	18,122	468	45,000	25,000	25,000	25,000	(6,878)	(37.95%)	25,000	25,000	25,000	25,000
Contractual:																
6401	Contracts	25,580	69,097	25,580	42,631	32,416	25,580	25,580	25,580	25,580	17,050	40.00%	25,580	25,580	25,580	25,580
6404	Electric	15,000	9,847	15,000	14,785	8,534	15,000	15,000	15,000	15,000	(215)	(1.45%)	15,000	15,000	15,000	15,000
6406	Repair Equipment	20,000	5,819	20,000	19,320	8,286	20,000	20,000	20,000	20,000	(680)	(3.52%)	20,000	20,000	20,000	20,000
6407	Repair Building	100,000	67,513	75,000	66,000	52,424	75,000	75,000	75,000	75,000	(9,000)	(13.64%)	75,000	75,000	75,000	75,000
6411	Printing and Stationery	20,000	16,991	20,000	20,000	18,349	20,000	20,000	20,000	20,000	0	0.00%	20,000	20,000	20,000	20,000
6412	Publications	1,000	987	1,000	1,000	0	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000
6418	Uniforms	15,000	17,801	17,000	12,999	12,998	18,000	18,000	18,000	18,000	(5,001)	(38.47%)	17,000	17,000	17,000	17,000
6420	Other	7,500	11,919	7,500	14,600	14,529	7,500	7,500	7,500	7,500	7,100	48.63%	7,500	7,500	7,500	7,500
6423	Small Equipment (Non-Capital)	5,000	4,606	5,000	5,000	4,360	5,000	5,000	5,000	5,000	0	0.00%	5,000	5,000	5,000	5,000

Town of Southampton

2019 Adopted Budget

Beach Operations - 7180

Account Code	Description	2017	2017	2018	2018	2018	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019
		Adopted Budget	Actual	Adopted Budget	Amended Budget	Dec YTD Actual	Requested Budget	Tentative Budget	Preliminary Budget	Adopted Budget	Adopted / 2018 Amended Difference	Adopted / 2018 % of Change	Requested Budget	Tentative Budget	Preliminary Budget	Adopted Budget
6425	Office Supplies	500	384	500	500	444	500	500	500	500	0	0.00%	500	500	500	500
6426	Supplies - Other	21,000	21,962	21,000	26,000	23,596	21,000	21,000	21,000	21,000	5,000	19.23%	21,000	21,000	21,000	21,000
6444	Mileage Reimbursement	2,000	1,744	2,000	2,000	413	2,000	2,000	2,000	2,000	0	0.00%	2,000	2,000	2,000	2,000
6455	Depreciation	0	148,778	0	0	70,107	0	0	0	0	0	0.00%	0	0	0	0
6466	Telephone - Wireless	345	506	345	560	458	345	345	345	345	215	38.39%	345	345	345	345
6474	Other - Landfill Charges	45,000	24,545	45,000	40,000	19,787	45,000	45,000	45,000	45,000	(5,000)	(12.50%)	45,000	45,000	45,000	45,000
6485	Uniform Cleaning	100	72	100	100	0	100	100	100	100	0	0.00%	100	100	100	100
	Total Contractual	278,025	402,571	255,025	265,495	266,700	256,025	256,025	256,025	256,025	9,469	3.57%	255,025	255,025	255,025	255,025
	Debt Service:															
6600	Debt Service Principal Expense	199,168	0	199,689	199,689	0	233,221	233,221	233,221	233,221	(33,532)	(16.79%)	243,347	243,347	243,347	243,347
6700	Debt Service Interest Expense	32,926	32,485	40,170	40,170	40,170	89,284	89,284	89,284	89,284	(49,114)	(122.27%)	62,727	62,727	62,727	62,727
6900	Interfund Transfer Expense	200,000	200,000	200,000	390,000	390,000	200,000	175,000	175,000	175,000	215,000	55.13%	200,000	200,000	200,000	200,000
	Total Debt Service	432,094	232,485	439,859	629,859	430,170	522,505	497,505	497,505	497,505	132,354	21.01%	506,074	506,074	506,074	506,074
	Total Expenditures	1,730,874	1,734,937	1,777,819	2,008,036	1,750,497	1,921,617	1,856,617	1,856,617	1,856,617	151,419	7.54%	1,885,842	1,885,842	1,885,842	1,885,842
	Net Surplus (Deficit)	(189,874)	(8,427)	(200,000)	(393,591)	(69,994)	(200,000)	(200,000)	(200,000)	(200,000)			(200,000)	(200,000)	(200,000)	(200,000)
	Appropriated Fund Balance:															
9090	Appropriated Fund Balance	189,874	0	200,000	393,591	0	200,000	200,000	200,000	200,000			200,000	200,000	200,000	200,000
	Net Surplus (Deficit)	0	(8,427)	0	0	(69,994)	0	0	0	0			0	0	0	0

Department Summary

Department: Poxabogue Golf Course

Budget Year: 2019

Division: Parks & Recreation Department

Tax District: Poxabogue Golf Course

Cost Center #: 7181

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

The Poxabogue Golf Course was purchased jointly by the Town of Southampton and the Town of East Hampton to ensure public access to golf and affordable recreational opportunities. In 2013, the Town of Southampton purchased the Town of East Hampton's share and now owns the property outright. Facility features 9 hole public golf course, complete with driving range and restaurant.

Workload:

This facility, located in the Village of Sagaponack, is currently operated under two Management Agreements--one for the restaurant and one for the golf operations. The Town has established an Enterprise Fund for revenues and expenditures associated with this recreational amenity.

The Parks & Recreation Department is administering the Management Agreement and overseeing capital improvements.

Goals & Objectives:

A budget for the Poxabogue Golf Course Enterprise Fund Account will be reviewed and future capital improvements at the facility will be considered. Debt service requirements for any capital improvements will be paid from the revenues in the Enterprise Fund Balance, after operating expenses.

Legal Authority:

Established in 2004.

Resolution 2004-113, dated January 13, 2004.

Town of Southampton
2019 Adopted Budget
Poxabogue Golf Course - 7181

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 Amended % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget
Other Revenue:																
1201	Interest And Earnings	1,000	2,603	2,000	2,000	4,442	3,000	3,000	3,000	3,000	1,000	50.00%	3,000	3,000	3,000	3,000
2011	Rentals	155,000	187,420	183,000	183,000	163,534	182,000	182,000	182,000	182,000	(1,000)	(0.55%)	182,000	182,000	182,000	182,000
	Total Other Revenue	156,000	190,023	185,000	185,000	167,976	185,000	185,000	185,000	185,000	0	0.00%	185,000	185,000	185,000	185,000
	Total Revenue	156,000	190,023	185,000	185,000	167,976	185,000	185,000	185,000	185,000	0	0.00%	185,000	185,000	185,000	185,000
Total Employee Costs											0	0.00%				
Contractual:																
6401	Contracts	0	0	0	20,000	0	0	0	0	0	20,000	100.00%	0	0	0	0
6404	Electric	6,000	2,828	6,000	6,000	4,832	6,000	6,000	6,000	6,000	0	0.00%	6,000	5,999	5,999	5,999
6405	Fuel Oil	8,000	5,664	8,000	8,000	5,049	8,000	8,000	8,000	8,000	0	0.00%	8,000	8,001	8,001	8,001
6407	Repair Building	21,000	6,836	25,000	25,000	16,057	25,000	25,000	25,000	25,000	0	0.00%	25,000	25,000	25,000	25,000
6415	Telephone	6,000	670	6,000	6,000	566	6,000	6,000	6,000	6,000	0	0.00%	6,000	6,000	6,000	6,000
6420	Other	15,000	12,931	15,000	15,000	10,829	15,000	15,000	15,000	15,000	0	0.00%	15,000	15,000	15,000	15,000
6455	Depreciation	0	20,827	0	0	24,019	0	0	0	0	0	0.00%	0	0	0	0
	Total Contractual	56,000	49,756	60,000	80,000	61,352	60,000	60,000	60,000	60,000	20,000	25.00%	60,000	60,000	60,000	60,000
Debt Service:																
6900	Interfund Transfer Expense	100,000	100,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	0	0.00%	125,000	125,000	125,000	125,000
	Total Debt Service	100,000	100,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	0	0.00%	125,000	125,000	125,000	125,000
	Total Expenditures	156,000	149,756	185,000	205,000	186,352	185,000	185,000	185,000	185,000	20,000	9.76%	185,000	185,000	185,000	185,000
	Net Surplus (Deficit)	0	40,266	0	(20,000)	(18,376)	0	0	0	0			0	0	0	0
Appropriated Fund Balance:																
9090	Appropriated Fund Balance	0	0	0	20,000	0	0	0	0	0			0	0	0	0
	Net Surplus (Deficit)	0	40,266	0	0	(18,376)	0	0	0	0			0	0	0	0

Department Summary

Department: Conscience Point Marina

Budget Year: 2019

Division: Parks & Recreation Department

Tax District: Conscience Point Marina

Cost Center #: 7182

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

The Parks Department administers the operation of the Town's first recreational marina at the former Conscience Point Inn in the Hamlet of North Sea.

Dockage is offered at the fees noted in the Department of Parks and Recreation Fee Schedule and accommodates approximately 64 boats in addition to a couple of transient slips. Slip rental fees include electric power, water, gasoline service, and assistance from part-time park attendants under the supervision of Parks Maintenance crews. The Conscience Point Marina is operated as its own "Enterprise Fund" operation with all revenues being used to pay operational costs and offset future capital improvements.

Workload:

This budget provides general year round supervision of the facility. Seasonal operations at this Town-owned marina from May 1 to October 30 will be supplemented through seasonal staffing. In addition, winter dry dock storage and in-water storage are offered at the fees noted in the Department of Parks and Recreation Fee Schedule.

The Department of Parks and Recreation's Senior Clerk Typist provides clerical support, accounting functions, and other administrative services for the Conscience Point Marina operation.

Goals & Objectives:

Explore a new fueling and POS system for facility. Increase oversight of electrical meters, install new security camera system, and repair or replace facility lighting.

Legal Authority:

Established pursuant to Southampton Town Law #290.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Docks & Marinas													
Conscience Point Marina - 7182													
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 7	9,634	385	0	10,019	4,252	805	1,351	544	6,952	16,972	5.8	15.0
Dock Manager	PART-TIME	3,264	0	0	3,264	0	263	0	185	448	3,712		20.0
Park Attendant	SEASONAL	6,800	0	0	6,800	0	547	0	395	943	7,743		100.0
Park Attendant	SEASONAL	15,000	0	0	15,000	0	1,207	0	851	2,058	17,058		100.0
Total Conscience Point Marina - 7182		34,698	385	0	35,083	4,252	2,822	1,351	1,975	10,401	45,484		

NOTES:

Town of Southampton

2019 Adopted Budget

Conscience Point Marina - 7182

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 Amended % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	101,162	101,162	120,311	120,311	120,311	128,015	128,015	128,015	128,015	7,705	6.40%	107,351	107,351	107,351	107,351
	Total Real Property Taxes	101,162	101,162	120,311	120,311	120,311	128,015	128,015	128,015	128,015	7,705	6.40%	107,351	107,351	107,351	107,351
Other Revenue:																
1201	Interest And Earnings	325	663	750	750	260	750	750	750	750	0	0.00%	750	750	750	750
2411	Rentals - Dockage/Storage	233,000	210,759	233,000	233,000	207,136	233,000	233,000	233,000	233,000	0	0.00%	233,000	233,000	233,000	233,000
2598	Diesel Sales	12,000	6,198	12,000	12,000	11,897	12,000	12,000	12,000	12,000	0	0.00%	12,000	12,000	12,000	12,000
2701	Miscellaneous Tax Receipts	0	0	0	0	7	0	0	0	0	0	0.00%	0	0	0	0
2770	Miscellaneous	3,000	1,776	3,000	3,000	2,581	3,000	3,000	3,000	3,000	0	0.00%	3,000	3,000	3,000	3,000
2803	Gasoline Sales	115,000	106,749	115,000	115,000	101,869	115,000	115,000	115,000	115,000	0	0.00%	115,000	115,000	115,000	115,000
	Total Other Revenue	363,325	326,147	363,750	363,750	323,751	363,750	363,750	363,750	363,750	0	0.00%	363,750	363,750	363,750	363,750
	Total Revenue	464,487	427,308	484,061	484,061	444,062	491,765	491,765	491,765	491,765	7,705	1.59%	471,101	471,101	471,101	471,101
Salaries:																
6100	Salaries	7,406	8,148	9,317	9,317	7,372	9,634	9,634	9,634	9,634	(317)	(3.41%)	9,958	9,958	9,958	9,958
6105	Part Time Salaries	3,250	0	25,000	25,000	12,029	25,064	25,064	25,064	25,064	(64)	(0.26%)	25,500	25,500	25,500	25,500
6110	Longevity	0	0	0	0	0	385	385	385	385	(385)	(100.00%)	398	398	398	398
	Total Salaries	10,656	8,148	34,317	34,317	19,400	35,083	35,083	35,083	35,083	(767)	(2.23%)	35,856	35,856	35,856	35,856
Employee Benefits - Current:																
6810	Employee Retirement - Active	1,048	784	1,348	1,348	1,235	1,351	1,351	1,351	1,351	(3)	(0.23%)	1,397	1,397	1,397	1,397
6830	FICA Tax Expenditure	815	594	2,794	2,794	1,462	2,822	2,822	2,822	2,822	(28)	(1.00%)	2,884	2,884	2,884	2,884
6835	MTA Tax	36	26	124	124	64	125	125	125	125	(1)	(1.00%)	128	128	128	128
6840	Worker's Compensation	610	606	2,212	2,212	1,827	1,809	1,809	1,809	1,809	403	18.20%	1,849	1,849	1,849	1,849
6860	Medical Insurance - Active Employees	3,395	3,523	3,805	3,805	3,170	4,052	4,052	4,052	4,052	(247)	(6.48%)	4,052	4,052	4,052	4,052
6865	Dental & Optical	196	196	198	198	165	200	200	200	200	(2)	(1.09%)	200	200	200	200
6875	Disability	33	0	68	68	4	41	41	41	41	27	39.58%	41	41	41	41
	Total Employee Benefits - Current	6,133	5,729	10,549	10,549	7,927	10,401	10,401	10,401	10,401	148	1.41%	10,551	10,551	10,551	10,551
	Total Employee Costs	16,790	13,877	44,866	44,866	27,327	45,484	45,484	45,484	45,484	(619)	(1.38%)	46,407	46,407	46,407	46,407
Contractual:																
6401	Contracts	4,100	7,464	4,100	4,500	4,420	4,100	4,100	4,100	4,100	400	8.88%	4,100	4,100	4,100	4,100
6403	Gasoline	115,000	82,358	115,000	113,415	92,218	115,000	115,000	115,000	115,000	(1,585)	(1.40%)	115,000	115,000	115,000	115,000
6404	Electric	23,000	20,320	23,000	23,000	13,668	23,000	23,000	23,000	23,000	0	0.00%	23,000	23,000	23,000	23,000
6406	Repair Equipment	0	0	0	12,000	11,988	12,000	12,000	12,000	12,000	0	0.00%	0	0	0	0
6407	Repair Building	5,000	5,336	5,000	7,226	6,168	5,000	5,000	5,000	5,000	2,226	30.81%	5,000	5,000	5,000	5,000
6420	Other	6,000	6,600	6,000	6,000	6,338	6,000	6,000	6,000	6,000	0	0.00%	6,000	6,000	6,000	6,000
6421	Legal Notices	500	0	500	500	0	500	500	500	500	0	0.00%	500	500	500	500
6425	Office Supplies	100	0	100	100	0	100	100	100	100	0	0.00%	100	100	100	100
6426	Supplies - Other	1,960	1,977	1,960	1,714	1,714	1,960	1,960	1,960	1,960	(246)	(14.35%)	1,960	1,960	1,960	1,960
6441	Diesel Fuel	12,000	4,783	12,000	12,185	12,184	12,000	12,000	12,000	12,000	185	1.52%	12,000	12,000	12,000	12,000
6445	Food	980	126	980	0	0	0	0	0	0	0	0.00%	980	980	980	980
6455	Depreciation	0	172.887	0	0	86.443	0	0	0	0	0	0.00%	0	0	0	0

Town of Southampton
2019 Adopted Budget
Conscience Point Marina - 7182

Account Code	Description	2017	2017	2018	2018	2018	2019					2019	2019	2019	2019	
		Adopted Budget	Actual	Adopted Budget	Amended Budget	Dec YTD Actual	Requested Budget	Tentative Budget	Preliminary Budget	Adopted Budget	Adopted / 2018 Amended Difference	Adopted / 2018 Amended % of Change	Requested Budget	Tentative Budget	Preliminary Budget	Adopted Budget
6466	Telephone - Wireless	500	618	500	500	165	500	500	500	500	0	0.00%	500	500	500	500
	Total Contractual	169,140	302,467	169,140	181,140	235,306	180,160	180,160	180,160	180,160	980	0.54%	169,140	169,140	169,140	169,140
	Debt Service:															
6600	Debt Service Principal Expense	231,441	0	234,192	234,192	0	239,717	239,717	239,717	239,717	(5,525)	(2.36%)	239,029	239,029	239,029	239,029
6700	Debt Service Interest Expense	47,116	41,028	35,863	35,863	35,862	26,404	26,404	26,404	26,404	9,459	26.38%	16,525	16,525	16,525	16,525
	Total Debt Service	278,557	41,028	270,055	270,055	35,862	266,121	266,121	266,121	266,121	3,934	1.46%	255,554	255,554	255,554	255,554
	Total Expenditures	464,487	357,371	484,061	496,061	298,496	491,765	491,766	491,766	491,766	4,295	0.87%	471,101	471,101	471,101	471,101
	Net Surplus (Deficit)	0	69,937	0	(12,000)	145,566	0	0	0	0			0	0	0	0
	Appropriated Fund Balance:															
9090	Appropriated Fund Balance	0	0	0	12,000	0	0	0	0	0			0	0	0	0
	Net Surplus (Deficit)	0	69,937	0	0	145,566	0	0	0	0			0	0	0	0

Department Summary

Department: East Quogue Marina

Budget Year: 2019

Division: Parks & Recreation Department

Tax District: East Quogue Marina

Cost Center #: 7183

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

The Parks and Recreation East Quogue Marina Division maintains and improves the eleven (12)-slip marina at Bay Avenue, East Quogue. In addition, the surrounding area will be renovated to encourage its use as a waterfront park and picnic area. The East Quogue Marina is part of the Docks & Marinas Enterprise Fund.

Workload:

Approximately twelve (12) wooden floating docks are used to moor vessels up to twenty five (25) feet. Rental fees are based on the surrounding areas and were set at \$100 per foot per slip and did not include electric. The East Quogue Marina is administered through the Parks Maintenance Division.

Goals & Objectives:

Complete a project to replace bulkheading and dredge at facility.

Legal Authority:

Pursuant to Town Board Resolution.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Docks & Marinas													
East Quogue Marina - 7183													
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 7	6,423	257	0	6,680	2,834	537	901	363	4,635	11,315	5.8	10.0
Dock Manager	PART-TIME	1,632	0	0	1,632	0	131	0	92	224	1,856		10.0
Total East Quogue Marina - 7183		8,055	257	0	8,312	2,834	668	901	455	4,859	13,170		

NOTES:

Town of Southampton

2019 Adopted Budget

East Quogue Marina - 7183

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 Amended % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget
Other Revenue:																
1201	Interest And Earnings	0	39	0	0	38	0	0	0	0	0	0.00%	0	0	0	0
2412	East Quogue Marina Rental	16,000	13,417	17,000	17,000	7,525	17,000	17,000	17,000	17,000	0	0.00%	17,000	17,000	17,000	17,000
2701	Miscellaneous Tax Receipts	0	0	0	0	1	0	0	0	0	0	0.00%	0	0	0	0
Total Other Revenue		16,000	13,456	17,000	17,000	7,564	17,000	17,000	17,000	17,000	0	0.00%	17,000	17,000	17,000	17,000
Total Revenue		16,000	13,456	17,000	17,000	7,564	17,000	17,000	17,000	17,000	0	0.00%	17,000	17,000	17,000	17,000
Salaries:																
6100	Salaries	4,938	5,432	6,211	6,211	4,914	6,423	6,423	6,423	6,423	(212)	(3.41%)	6,639	6,639	6,639	6,639
6105	Part Time Salaries	0	0	1,600	1,600	673	1,632	1,632	1,632	1,632	(32)	(2.00%)	1,632	1,632	1,632	1,632
6110	Longevity	0	0	0	0	0	257	257	257	257	(257)	(100.00%)	266	266	266	266
Total Salaries		4,938	5,432	7,811	7,811	5,588	8,312	8,312	8,312	8,312	(501)	(6.41%)	8,536	8,536	8,536	8,536
Employee Benefits - Current:																
6810	Employee Retirement - Active	699	523	899	899	823	901	901	901	901	(2)	(0.23%)	931	931	931	931
6830	FICA Tax Expenditure	378	396	631	631	413	668	668	668	668	(37)	(5.90%)	686	686	686	686
6835	MTA Tax	17	17	28	28	18	30	30	30	30	(2)	(5.92%)	31	31	31	31
6840	Worker's Compensation	340	338	436	436	360	422	422	422	422	14	3.27%	433	433	433	433
6860	Medical Insurance - Active Employees	2,263	2,349	2,537	2,537	2,113	2,701	2,701	2,701	2,701	(164)	(6.48%)	2,701	2,701	2,701	2,701
6865	Dental & Optical	130	131	132	132	110	133	133	133	133	(1)	(1.09%)	133	133	133	133
6875	Disability	3	0	6	6	1	3	3	3	3	2	39.58%	3	3	3	3
Total Employee Benefits - Current		3,830	3,753	4,668	4,668	3,839	4,859	4,859	4,859	4,859	(190)	(4.08%)	4,919	4,919	4,919	4,919
Total Employee Costs		8,767	9,185	12,480	12,480	9,427	13,170	13,170	13,170	13,170	(691)	(5.54%)	13,455	13,455	13,455	13,455
Contractual:																
6404	Electric	2,500	1,797	2,120	2,120	1,289	1,429	1,429	1,429	1,429	691	32.59%	1,145	1,145	1,145	1,145
6406	Repair Equipment	2,225	0	1,200	1,200	0	1,200	1,200	1,200	1,200	0	0.00%	1,200	1,200	1,200	1,200
6407	Repair Building	2,308	856	1,000	1,000	472	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000
6421	Legal Notices	200	0	200	200	0	200	200	200	200	0	0.00%	200	200	200	200
6455	Depreciation	0	1,847	0	0	923	0	0	0	0	0	0.00%	0	0	0	0
Total Contractual		7,233	4,499	4,520	4,520	2,684	3,829	3,829	3,829	3,829	691	15.29%	3,545	3,545	3,545	3,545
Total Expenditures		16,000	13,684	17,000	17,000	12,111	17,000	17,000	17,000	17,000	0	0.00%	17,000	17,000	17,000	17,000
Net Surplus (Deficit)		0	(228)	0	0	(4,547)	0	0	0	0			0	0	0	0

Department Summary

Department: Pine Neck Marina

Budget Year: 2019

Division: Parks & Recreation Department

Tax District: Pine Neck Marina

Cost Center #: 7184

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

It is the intention of the Parks and Recreation Department to have a Request for Proposals (RFP) issued for the possible use of the vacant building on site to be used as a water sports facility for rental and instruction in the use of kayaks and paddleboards. The facility features 14 floating dock slips (30 ft max), power and water available away from docks.

The Department would also seek to upgrade a part of the facility for a picnic and barbecue area with tables and grills.

Workload:

Goals & Objectives:

Legal Authority:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Docks & Marinas													
Pine Neck Marina - 7184													
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 7	6,423	257	0	6,680	2,834	537	901	363	4,635	11,315	5.8	10.0
Dock Manager	PART-TIME	1,632	0	0	1,632	0	131	0	92	224	1,856		10.0
Total Pine Neck Marina - 7184		8,055	257	0	8,312	2,834	668	901	455	4,859	13,170		

NOTES:

Town of Southampton

2019 Adopted Budget

Pine Neck Marina - 7184

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 Amended % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget
Other Revenue:																
1201	Interest And Earnings	100	743	400	400	1,849	1,091	1,091	1,091	1,091	691	172.75%	1,104	1,104	1,104	1,104
2411	Rentals - Dockage/Storage	30,000	29,900	30,000	30,000	28,000	30,000	30,000	30,000	30,000	0	0.00%	30,000	30,000	30,000	30,000
2701	Miscellaneous Tax Receipts	0	0	0	0	1	0	0	0	0	0	0.00%	0	0	0	0
Total Other Revenue		30,100	30,643	30,400	30,400	29,849	31,091	31,091	31,091	31,091	691	2.27%	31,104	31,104	31,104	31,104
Total Revenue		30,100	30,643	30,400	30,400	29,849	31,091	31,091	31,091	31,091	691	2.27%	31,104	31,104	31,104	31,104
Salaries:																
6100	Salaries	4,938	5,432	6,211	6,211	4,914	6,423	6,423	6,423	6,423	(212)	(3.41%)	6,639	6,639	6,639	6,639
6105	Part Time Salaries	0	0	1,600	1,600	673	1,632	1,632	1,632	1,632	(32)	(2.00%)	1,632	1,632	1,632	1,632
6110	Longevity	0	0	0	0	0	257	257	257	257	(257)	(100.00%)	266	266	266	266
Total Salaries		4,938	5,432	7,811	7,811	5,588	8,312	8,312	8,312	8,312	(501)	(6.41%)	8,536	8,536	8,536	8,536
Employee Benefits - Current:																
6810	Employee Retirement - Active	699	523	899	899	823	901	901	901	901	(2)	(0.23%)	931	931	931	931
6830	FICA Tax Expenditure	378	396	631	631	413	668	668	668	668	(37)	(5.90%)	686	686	686	686
6835	MTA Tax	17	17	28	28	18	30	30	30	30	(2)	(5.92%)	31	31	31	31
6840	Worker's Compensation	340	338	436	436	360	422	422	422	422	14	3.27%	433	433	433	433
6860	Medical Insurance - Active Employees	2,263	2,349	2,537	2,537	2,113	2,701	2,701	2,701	2,701	(164)	(6.48%)	2,701	2,701	2,701	2,701
6865	Dental & Optical	130	131	132	132	110	133	133	133	133	(1)	(1.09%)	133	133	133	133
6875	Disability	3	0	6	6	1	3	3	3	3	2	39.58%	3	3	3	3
Total Employee Benefits - Current		3,830	3,753	4,668	4,668	3,839	4,859	4,859	4,859	4,859	(190)	(4.08%)	4,919	4,919	4,919	4,919
Total Employee Costs		8,767	9,185	12,480	12,480	9,427	13,170	13,170	13,170	13,170	(691)	(5.54%)	13,455	13,455	13,455	13,455
Contractual:																
6404	Electric	3,000	1,629	3,000	3,000	1,254	3,000	3,000	3,000	3,000	0	0.00%	3,000	3,000	3,000	3,000
6406	Repair Equipment	10,000	6,589	10,000	10,000	3,601	10,000	10,000	10,000	10,000	0	0.00%	10,000	10,000	10,000	10,000
6407	Repair Building	7,933	7,326	4,520	4,520	1,816	4,520	4,520	4,520	4,520	0	0.00%	4,249	4,249	4,249	4,249
6421	Legal Notices	400	0	400	400	0	400	400	400	400	0	0.00%	400	400	400	400
Total Contractual		21,333	15,544	17,920	17,920	6,671	17,920	17,920	17,920	17,920	0	0.00%	17,649	17,649	17,649	17,649
Total Expenditures		30,100	24,729	30,400	30,400	16,098	31,091	31,091	31,091	31,091	(691)	(2.27%)	31,104	31,104	31,104	31,104
Net Surplus (Deficit)		0	5,914	0	0	13,751	0	0	0	0			0	0	0	0

Department Summary

Department: Beaver Creek Marina

Budget Year: 2019

Division: Parks & Recreation Department

Tax District: Beaver Creek Marina

Cost Center #: 7186

Manager: Kristen Doulos

Departmental Mission & Responsibilities:

Parks & Recreation Beaver Dam Marina Division maintains and improves the nine (9) slip marina at Beaver Dam Creek Road, Westhampton. In addition, the surrounding areas have been cleared of all structures and will be maintained in a natural state for public enjoyment. The Beaver Dam Marina is part of the Docks & Marinas Enterprise Fund. There are no buildings related to this marina, we supply limited fresh water and limited electric for tenants use.

Workload:

Goals & Objectives:

Legal Authority:

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Docks & Marinas													
Beaver Creek Marina - 7186													
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 7	6,423	257	0	6,680	2,834	537	901	363	4,635	11,315	5.8	10.0
Dock Manager	PART-TIME	1,632	0	0	1,632	0	131	0	92	224	1,856		10.0
Total Beaver Creek Marina - 7186		8,055	257	0	8,312	2,834	668	901	455	4,859	13,170		

NOTES:

Town of Southampton

2019 Adopted Budget

Beaver Creek Marina - 7186

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 Amended % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget
Other Revenue:																
1201	Interest And Earnings	0	0	100	100	11	100	100	100	100	0	0.00%	96	96	96	96
2411	Rentals - Dockage/Storage	0	0	20,740	20,740	18,600	21,500	21,500	21,500	21,500	760	3.66%	22,000	22,000	22,000	22,000
Total Other Revenue		0	0	20,840	20,840	18,611	21,600	21,600	21,600	21,600	760	3.65%	22,096	22,096	22,096	22,096
Total Revenue		0	0	20,840	20,840	18,611	21,600	21,600	21,600	21,600	760	3.65%	22,096	22,096	22,096	22,096
Salaries:																
6100	Salaries	0	0	6,211	6,211	4,914	6,423	6,423	6,423	6,423	(212)	(3.41%)	6,639	6,639	6,639	6,639
6105	Part Time Salaries	0	0	1,600	1,600	612	1,632	1,632	1,632	1,632	(32)	(2.00%)	1,632	1,632	1,632	1,632
6110	Longevity	0	0	0	0	0	257	257	257	257	(257)	(100.00%)	266	266	266	266
Total Salaries		0	0	7,811	7,811	5,526	8,312	8,312	8,312	8,312	(501)	(6.41%)	8,536	8,536	8,536	8,536
Employee Benefits - Current:																
6810	Employee Retirement - Active	0	0	899	899	823	901	901	901	901	(2)	(0.23%)	931	931	931	931
6830	FICA Tax Expenditure	0	0	631	631	408	668	668	668	668	(37)	(5.90%)	686	686	686	686
6835	MTA Tax	0	0	28	28	18	30	30	30	30	(2)	(5.92%)	31	31	31	31
6840	Worker's Compensation	0	0	436	436	360	422	422	422	422	14	3.27%	433	433	433	433
6860	Medical Insurance - Active Employees	0	0	2,537	2,537	2,113	2,701	2,701	2,701	2,701	(164)	(6.48%)	2,701	2,701	2,701	2,701
6865	Dental & Optical	0	0	132	132	110	133	133	133	133	(1)	(1.09%)	133	133	133	133
6875	Disability	0	0	6	6	1	3	3	3	3	2	39.58%	3	3	3	3
Total Employee Benefits - Current		0	0	4,668	4,668	3,834	4,859	4,859	4,859	4,859	(190)	(4.08%)	4,919	4,919	4,919	4,919
Total Employee Costs		0	0	12,480	12,480	9,361	13,170	13,170	13,170	13,170	(691)	(5.54%)	13,455	13,455	13,455	13,455
Contractual:																
6404	Electric	0	0	3,000	2,688	451	3,000	3,000	3,000	3,000	(312)	(11.61%)	3,000	3,000	3,000	3,000
6406	Repair Equipment	0	0	4,960	4,960	2,861	4,629	4,629	4,629	4,629	331	6.67%	4,840	4,840	4,840	4,840
6421	Legal Notices	0	0	400	712	712	800	800	800	800	(88)	(12.35%)	800	800	800	800
Total Contractual		0	0	8,361	8,361	4,024	8,430	8,430	8,430	8,430	(69)	(0.83%)	8,640	8,640	8,640	8,640
Total Expenditures		0	0	20,840	20,840	13,385	21,600	21,600	21,600	21,600	(760)	(3.65%)	22,096	22,096	22,096	22,096
Net Surplus (Deficit)		0	0	0	0	5,226	0	0	0	0			0	0	0	0

Department Summary

Department: Shinnecock Commercial Dock

Budget Year: 2019
Division: Parks & Recreation Department
Tax District: Full Town

Cost Center #: 6420
Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

The Parks and Recreation Department administers the operation of the Shinnecock Commercial Dock facility located on Dune Road, Hampton Bays. Oversight of the facility is provided by the Park Maintenance Supervisor and maintenance crews. Administrative duties include the issuance of annual dockage permits for commercial fishing boats (fees noted on the Department of Parks and Recreation Fee Schedule) and collecting quarterly rent payments. Duties also include maintenance responsibilities of general cleanup and repairs of the facility including electric and plumbing systems.

Workload:

The Department of Parks and Recreation handles supervision, maintenance and upkeep of the Shinnecock Commercial Dock and slips with the assistance of part-time staff. Currently, there are twenty two (22) slips for boats from 41 feet 90 feet in length. Rules and regulations are promulgated for the facility by the Superintendent of Parks and Recreation, in accordance with Chapter 111 (Beaches, Parks and Waterways).

The Shinnecock Commercial Dock requires ongoing repairs to the Dock Master's support building, dock bumpers, electrical outlets, lighting fixtures, as well as structural repairs to decking and dolphin systems. In addition, continual monitoring of the storage areas is needed, in order to keep them free from debris generated by the fishermen and deposited by the public.

Goals & Objectives:

1. Complete capital repairs to decking and begin process for permitting and funding of new bulkhead and electrical repairs.
2. Continue oversight of facility with Dock Manager and ensure tenants are abiding to contract rules and fees.

Legal Authority:

The Shinnecock Commercial Dock is managed by the Town of Southampton Parks and Recreation Department as directed by a long term lease agreement with Suffolk County, as directed by Resolution 2002-1094.

Established pursuant to Navigational Law #32.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/19	Alloc. %
Parks & Recreation Department													
Docks & Marinas													
Shinnecock Commercial Dock - 6420													
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 7	9,634	385	0	10,019	4,252	805	1,351	544	6,952	16,972	5.8	15.0
Dock Manager	PART-TIME	8,160	0	0	8,160	0	657	0	462	1,119	9,279		50.0
Total Shinnecock Commercial Dock - 6420		17,794	385	0	18,179	4,252	1,462	1,351	1,006	8,071	26,251		

NOTES:

Town of Southampton

2019 Adopted Budget

Shinnecock Commercial Dock - 6420

Account Code	Description	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Dec YTD Actual	2019 Requested Budget	2019 Tentative Budget	2019 Preliminary Budget	2019 Adopted Budget	2019 Adopted / 2018 Amended Difference	2019 Adopted / 2018 Amended % of Change	2020 Requested Budget	2020 Tentative Budget	2020 Preliminary Budget	2020 Adopted Budget	
Other Revenue:																	
2413	Shinnecock Commercial Dock Rental	37,000	48,837	37,000	37,000	41,700	38,000	38,000	38,000	38,000	1,000	2.70%	38,000	38,000	38,000	38,000	
2701	Miscellaneous Tax Receipts	0	0	0	0	1	0	0	0	0	0	0.00%	0	0	0	0	
	Total Other Revenue	37,000	48,837	37,000	37,000	41,701	38,000	38,000	38,000	38,000	1,000	2.70%	38,000	38,000	38,000	38,000	
	Total Revenue	37,000	48,837	37,000	37,000	41,701	38,000	38,000	38,000	38,000	1,000	2.70%	38,000	38,000	38,000	38,000	
Salaries:																	
6100	Salaries	7,406	8,148	9,317	9,317	7,372	9,634	9,634	9,634	9,634	(317)	(3.41%)	9,958	9,958	9,958	9,958	
6105	Part Time Salaries	0	0	8,000	8,000	2,006	8,160	8,160	8,160	8,160	(160)	(2.00%)	8,160	8,160	8,160	8,160	
6110	Longevity	0	0	0	0	0	385	385	385	385	(385)	(100.00%)	398	398	398	398	
	Total Salaries	7,406	8,148	17,317	17,317	9,377	18,179	18,179	18,179	18,179	(863)	(4.98%)	18,516	18,516	18,516	18,516	
Employee Benefits - Current:																	
6810	Employee Retirement - Active	1,048	1,053	1,348	1,348	1,128	1,351	1,351	1,351	1,351	(3)	(0.23%)	1,397	1,397	1,397	1,397	
6830	FICA Tax Expenditure	567	594	1,404	1,404	696	1,462	1,462	1,462	1,462	(58)	(4.10%)	1,489	1,489	1,489	1,489	
6835	MTA Tax	25	26	62	62	31	65	65	65	65	(3)	(4.07%)	66	66	66	66	
6840	Worker's Compensation	510	506	1,040	1,040	859	930	930	930	930	110	10.59%	947	947	947	947	
6860	Medical Insurance - Active Employees	3,395	3,523	3,805	3,805	3,170	4,052	4,052	4,052	4,052	(247)	(6.48%)	4,052	4,052	4,052	4,052	
6865	Dental & Optical	196	192	198	198	165	200	200	200	200	(2)	(1.09%)	200	200	200	200	
6875	Disability	4	0	19	19	5	11	11	11	11	7	39.58%	11	11	11	11	
	Total Employee Benefits - Current	5,745	5,895	7,877	7,877	6,053	8,071	8,071	8,071	8,071	(194)	(2.47%)	8,162	8,162	8,162	8,162	
	Total Employee Costs	13,151	14,042	25,194	25,194	15,430	26,251	26,251	26,251	26,251	(1,057)	(4.20%)	26,678	26,678	26,678	26,678	
Contractual:																	
6401	Contracts	1,500	6,706	1,500	1,500	1,446	1,500	1,500	1,500	1,500	0	(0.03%)	1,500	1,500	1,500	1,500	
6404	Electric	6,000	2,891	5,000	5,000	2,135	5,000	5,000	5,000	5,000	0	0.00%	5,000	5,000	5,000	5,000	
6405	Fuel Oil	1,800	989	1,700	1,700	0	1,700	1,700	1,700	1,700	0	0.00%	1,700	1,700	1,700	1,700	
6406	Repair Equipment	2,000	594	2,000	2,000	1,081	2,000	2,000	2,000	2,000	0	0.00%	2,000	2,000	2,000	2,000	
6407	Repair Building	500	496	500	500	442	443	443	443	443	57	11.40%	422	422	422	422	
6499	Contingent	12,049	0	1,106	1,106	0	1,106	1,106	1,106	1,106	0	0.00%	700	700	700	700	
	Total Contractual	23,849	11,675	11,806	11,806	5,104	11,749	11,749	11,749	11,749	57	0.48%	11,322	11,322	11,322	11,322	
	Total Expenditures	37,000	25,717	37,000	37,000	20,534	38,000	38,000	38,000	38,000	(1,001)	(2.70%)	38,000	38,000	38,000	38,000	
	Net Surplus (Deficit)	0	23,120	0	0	21,167	0	0	0	0			0	0	0	0	