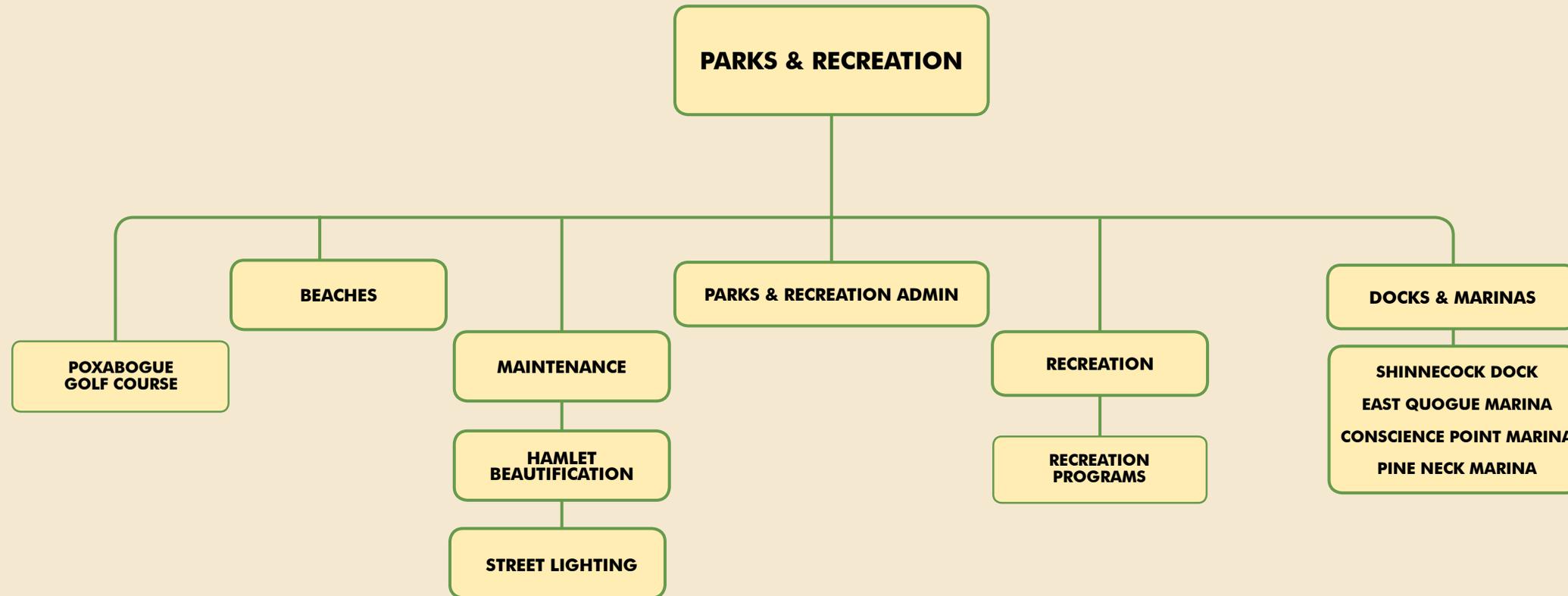


# PARKS & RECREATION

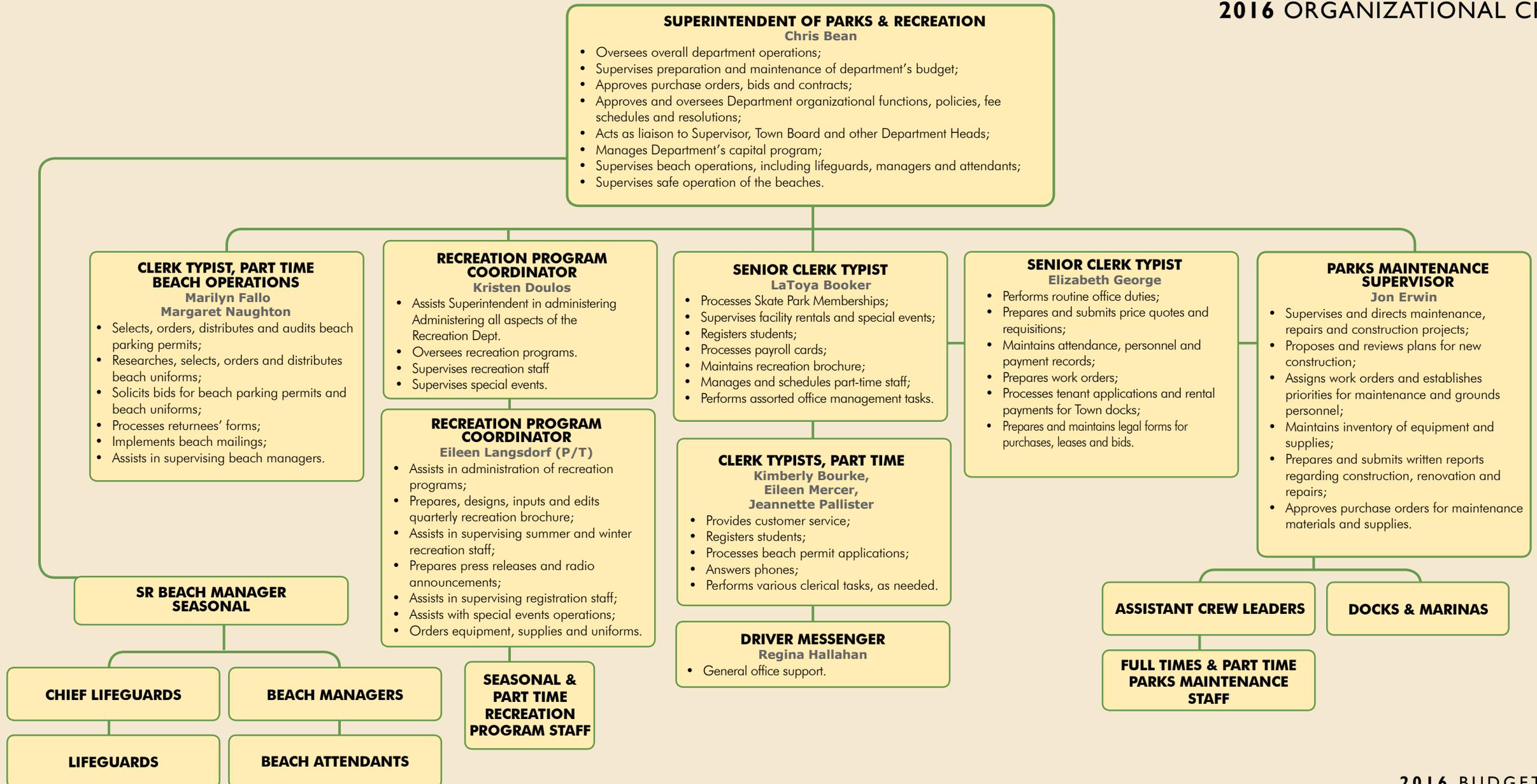
## 2016 ORGANIZATIONAL CHART





# PARKS & RECREATION

## 2016 ORGANIZATIONAL CHART





# Department Summary

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*Department: Parks & Recreation Admin*

**Budget Year:** 2016

**Division:** Parks & Recreation Department

**Tax District:** Full Town

**Cost Center #:** 7020

**Manager:** Chris Bean

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**NOTES:**

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## **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 Parks Superintendent 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 Superintendent.

## **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 17 fulltime and 235 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 72 vessels at Conscience Point Marina, 18 vessels at the Shinnecock Commercial Dock, and 10 leases at East Quogue Marina.

## **Goals & Objectives:**

1. Establish office procedures manual for all major operations.
2. Work with the Comptroller to improve accounting procedures and controls.

## **Legal Authority:**

Established pursuant to General Municipal Law, Article 13.

**PROPOSED 2016 FEE SCHEDULE FOR THE DEPARTMENT OF PARKS AND RECREATION**

<b><u>ALCOHOLIC BEVERAGE PERMITS</u></b> <sup>1</sup>	<b><u>FEE</u></b>
Pursuant to Chapter 111 of the Town Code (Beer & Wine Only. Max. 150 persons. Fee is in addition to Facility Use Permit Fee and Caterer Service Fee – if applicable. Certain restrictions apply.)	\$ 50      0- 25 people \$ 100     26- 75 people \$ 200     76-150 people 150+ persons - Special Event Permit Necessary
<b><u>BEACH PARKING PERMIT FEES</u></b>	<b><u>FEE</u></b>
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	\$ 25 per vehicle
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 (must have current Town Beach Parking Permit or Town Trustee Special Parking Permit)	Resident            \$ 25 Senior Resident   \$ 15 Non-Resident      \$ 75
Special Courtesy Parking Permit: (college/school/research programs)	No Charge
VETERANS/FIRE/EMS	No Charge
<b><u>BEACH FACILITY USE PERMITS</u></b> <sup>2</sup>	<b><u>FEE</u></b>
Beach Facility Use Permit for <b><u>Events/Fundraisers</u></b>	\$ 250 per 8-hour time frame or \$ 50 per hour 150+ persons - Special Event Permit Necessary
<b><u>Caterer service</u></b> (Fee is in addition to the Facility Use Permit Fee)	\$ 200

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**NOTES:**

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<b>"After Hours" (6 pm – 11 pm)</b> Resident/taxpayer -- (Guests have Town beach parking permits)	\$ 50      0- 25 people \$ 100     26- 75 people
<b>"After Hours" (6 pm – 11 pm)</b> Resident/taxpayer 0-150 people (includes facility use permit and parking waivers for guests)	\$ 150      0- 75 people \$ 200      76-150 people
<b>LATE FEE - LESS THAN 1 WEEK</b>	\$ 50
<b>Local School Districts</b> Beach use without rest room (most facilities have porta lavs) No swimming	\$ 0 Facility Use Permit requested
Beach use with rest room No swimming prior to July 1 and after Labor Day	\$ 75 Town opens and closes Facility Use Permit requested
Beach use with rest room and lifeguards Prior to July 1 and after Labor Day	\$ 75 \$ 180 for 3 lifeguards and equipment, 3-hr minimum \$ 60 per hour for each additional hour Facility Use Permit requested Insurance Certificate \$1million with Town of Southampton as "additional insured"
Beach use with rest room and lifeguards July 1 through Labor Day	\$ 0 Facility Use Permit requested
<b><u>TIANA BEACH ACTIVITY CENTER</u></b> <sup>2</sup> Resident/taxpayer for 5 hours (Maximum 150 guests - Parking at Tiana Beach) Certain restrictions apply	\$ 350      0- 25 people \$ 500      26- 75 people \$ 700      76-150 people <i>\$500 Security Deposit Required (Re-fundable)</i>

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**NOTES:**

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<b>SHOW MOBILE FACILITY USE PERMITS</b>	<b>FEE</b>
Stage Mobile (uncovered)	\$ 100 + Overtime (\$25 per hour)
Show Mobile (covered)	\$ 400 4 Hours
<i>Additional charges may apply</i>	\$ 25 Each additional hour
	\$ 75 Generator
	\$ 150 Lights (4 hours)
	\$ 150 Bleachers (per day)
<b>COMMERCIAL DOCK RATES</b>	<b>FEE</b>
Suffolk County Resident Annual Slip Rental	\$ 50 per foot
Transient Fee	\$ 1 per foot per day
<b>CONSCIENCE POINT MARINA RATES</b>	<b>FEE</b>
Fuel	<b>AS DETERMINED BY PARKS SUPERINTENDENT</b>
Winter Storage (November 1-April 30)	
Dry dock	\$ 30 per foot
In-water	\$ 50 per foot w/\$225 for electric hook-up (\$ .40 per KWH over 1,000 KWH)
Slip Rental (May 1-October 31)	\$ 125 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	21 feet or less \$ 35 per day 22 feet or more \$ 50 per day
EQ Marina (May 1-Oct.ober 31)	25 feet or less \$ 100 per foot

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**NOTES:**

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<b>COMMERCIAL ENTERPRISE SERVICE PERMIT</b>	<b>FEE</b>
Pursuant to Chapter 111 of the Town Code (Permit Length – Seasonal to one (1) year certain restrictions apply)	\$ 750-\$1,500
<b>CONCESSION RATES <sup>3</sup></b>	<b>MINIMUM FEE</b>
Flying Point Beach	\$ 4,000
Foster Memorial Beach	\$ 1,500
Mecox Beach	\$ 1,500
Pikes Beach	\$ 2,000
Red Creek Park	\$ 2,000
Sagg Main Beach	\$ 4,000
W. Scott Cameron Beach	\$ 1,500
Tiana Beach	\$ 2,500
Ponquogue Beach	\$10,000
<b>COMMERCIAL PHOTOGRAPHY PERMITS</b>	<b>FEE</b>
Filing fee (non-refundable)	\$ 0
Late Filing Fee (7 days or less from shoot date)	\$ 250
<b>STILL PHOTOGRAPHY</b>	
For 8 hours	\$ 350
Per additional hour over 8 hours	\$ 20
<b>FILM OR VIDEO PHOTOGRAPHY</b>	
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

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**NOTES:**

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<b>PROGRAM FEES (Subsidized)</b>	
CPR	\$ 65
Hunter Safety	\$ 0
Jr. Lifeguards	\$ 75
Lifeguard Training <sup>4</sup>	\$ 100 Recertification \$ 200 Full
Sailing	\$ 200 Youth \$ 250 Adult
Soft Ball Leagues	\$ 125 Men's \$ 75 Women's \$ 100 Over 40 \$ 50 Non-Resident Individual
Special Events Youth	\$ 0
Swimming Lessons	\$ 20
Winter Rec	\$ 0
SUMMER FUN	\$ 50 INDIVIDUAL \$ 125 FAMILY (OF 3 OR MORE)
<b>SPORTS PROGRAM FEES (Unsubsidized)</b>	Cost of instruction+15% Overhead
<b>SPORTS PROGRAM FEES (Non-Resident)</b>	Resident fee+\$ 20
<b>PARKS FACILITY USE PERMITS <sup>2</sup></b>	<b>FEE</b>
Parks Facility Use Permit for <b><i>Events/Fundraisers</i></b>	\$ 250 per 8 hour time frame or \$ 35 per hour 150+ people - Special Event Permit Necessary
<b><i>Caterer service</i></b> (Fee is in addition to the Facility Use Permit Fee)	\$ 200
<b><i>Red Creek Park Activity Center</i></b> Resident/taxpayer for 5 hours (Max. 100 guests)	\$ 125 0- 50 people \$ 150 51-100 people
<b><i>Red Creek Park Picnic Pavilion</i></b> Resident/taxpayer for 5 hours (Max. 50 guests)	\$ 50 0- 50 people \$ 75 51-100 people

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**NOTES:**

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<b><i>Sports Fields/Sports Courts</i></b>	
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
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
Volleyball Court: 2 hours	\$ 10 per court
Soccer Field	\$ 15 per hour
<b><i>FOOTNOTES:</i></b>	
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 Superintendent of P&R or the Town Board for local not-for-profit groups when deemed appropriate for community benefit	
3. Superintendent of P&R authorized to pro-rate one-year agreements if appropriate to establish a vendor for a partial season	
4. Superintendent of P&R authorized to refund lifeguard training fee to persons hired by the Town and finishing one season of employment under satisfactory conditions	

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**NOTES:**

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# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Total Benefits	Total Comp. & Benefits	TTS Srv 1/1/16	Alloc. %
<b>Parks &amp; Recreation Department</b>									
<b>Parks &amp; Recreation Admin</b>									
<b>Parks &amp; Recreation Admin - 7020</b>									
Superintendent of Recreation I	ADMINSUPPORT	102,337	0	4,872	107,209	51,597	158,806	11.8	100.0
Driver Messenger	CSEA40HOUR - 7-1-2010 / A / 5	38,725	0	0	38,725	31,701	70,426	4.8	100.0
Senior Clerk Typist	CSEA40HOUR-NEW / C / 5	46,866	2,812	0	49,678	34,438	84,116	9.6	100.0
Senior Clerk Typist	CSEA40HOUR-NEW / C / 5	46,866	2,812	0	49,678	34,438	84,116	12.8	100.0
Clerk Typist	PART-TIME	14,000	0	0	14,000	1,203	15,203		100.0
Clerk Typist	SEASONAL	7,000	0	0	7,000	616	7,616		100.0
<b>Total Parks &amp; Recreation Admin - 7020</b>		<b>255,793</b>	<b>5,624</b>	<b>4,872</b>	<b>266,289</b>	<b>153,994</b>	<b>420,283</b>		

**NOTES:**

# Town of Southampton

## 2016 Adopted Budget

### Parks & Recreation Admin - 7020

Account Code	Description	2014 Adopted Budget	2014 Actual	2015 Adopted Budget	2015 Amended Budget	2015 Oct YTD Actual	2016 Requested Budget	2016 Tentative Budget	2016 Preliminary Budget	2016 Adopted Budget	2016 Adopted / 2015 Amended Difference	2016 Adopted / 2015 Amended % of Change	2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget
<b>Real Property Taxes:</b>																
1001	Property Taxes	389,905	392,719	408,531	416,258	409,460	436,085	437,083	437,083	437,083	20,825	5.00%	442,704	443,702	443,702	443,702
	<b>Total Real Property Taxes</b>	<b>389,905</b>	<b>392,719</b>	<b>408,531</b>	<b>416,258</b>	<b>409,460</b>	<b>436,085</b>	<b>437,083</b>	<b>437,083</b>	<b>437,083</b>	<b>20,825</b>	<b>5.00%</b>	<b>442,704</b>	<b>443,702</b>	<b>443,702</b>	<b>443,702</b>
<b>Other Revenue:</b>																
2553	Special Event Permits	10,000	0	10,000	10,000	0	0	0	0	0	(10,000)	(100.00%)	0	0	0	0
	<b>Total Other Revenue</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(10,000)</b>	<b>(100.00%)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenue</b>	<b>399,905</b>	<b>392,719</b>	<b>418,531</b>	<b>426,258</b>	<b>409,460</b>	<b>436,085</b>	<b>437,083</b>	<b>437,083</b>	<b>437,083</b>	<b>10,825</b>	<b>2.54%</b>	<b>442,704</b>	<b>443,702</b>	<b>443,702</b>	<b>443,702</b>
<b>Salaries:</b>																
6100	Salaries	224,168	224,165	228,332	228,332	190,932	234,793	234,793	234,793	234,793	(6,461)	(2.83%)	240,033	240,033	240,033	240,033
6103	Accumulated Sick/Personal Days	0	2,814	3,000	3,860	3,859	7,872	4,872	4,872	4,872	(1,012)	(26.22%)	7,872	4,872	4,872	4,872
6105	Part Time Salaries	16,800	18,883	16,800	20,800	17,730	16,800	21,000	21,000	21,000	(200)	(0.96%)	16,800	21,000	21,000	21,000
6110	Longevity	4,500	4,491	4,547	4,547	0	5,624	5,624	5,624	5,624	(1,077)	(23.68%)	5,736	5,736	5,736	5,736
	<b>Total Salaries</b>	<b>245,468</b>	<b>250,353</b>	<b>252,679</b>	<b>257,539</b>	<b>212,521</b>	<b>265,089</b>	<b>266,289</b>	<b>266,289</b>	<b>266,289</b>	<b>(8,750)</b>	<b>(3.40%)</b>	<b>270,442</b>	<b>271,642</b>	<b>271,642</b>	<b>271,642</b>
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	29,498	43,905	38,920	41,398	36,961	41,464	40,963	40,963	40,963	435	1.05%	42,358	41,857	41,857	41,857
6830	FICA Tax Expenditure	18,778	18,523	19,330	19,702	15,707	20,068	20,346	20,346	20,346	(644)	(3.27%)	20,351	20,628	20,628	20,628
6835	MTA Tax	835	850	859	876	698	901	905	905	905	(29)	(3.34%)	920	924	924	924
6840	Worker's Compensation	3,508	2,785	3,431	3,431	2,612	3,505	3,522	3,522	3,522	(92)	(2.67%)	3,576	3,593	3,593	3,593
6860	Medical Insurance - Active Employees	78,471	74,690	79,656	79,656	65,280	82,872	82,872	82,872	82,872	(3,216)	(4.04%)	82,872	82,872	82,872	82,872
6865	Dental & Optical	5,213	4,839	5,213	5,213	4,003	5,213	5,213	5,213	5,213	0	0.00%	5,213	5,213	5,213	5,213
6875	Disability	173	31	173	173	53	173	173	173	173	0	0.00%	173	173	173	173
	<b>Total Employee Benefits - Current</b>	<b>136,476</b>	<b>145,622</b>	<b>147,581</b>	<b>150,448</b>	<b>125,314</b>	<b>154,196</b>	<b>153,994</b>	<b>153,994</b>	<b>153,994</b>	<b>(3,546)</b>	<b>(2.36%)</b>	<b>155,462</b>	<b>155,260</b>	<b>155,260</b>	<b>155,260</b>
	<b>Total Employee Costs</b>	<b>381,944</b>	<b>395,975</b>	<b>400,260</b>	<b>407,987</b>	<b>337,835</b>	<b>419,285</b>	<b>420,283</b>	<b>420,283</b>	<b>420,283</b>	<b>(12,296)</b>	<b>(3.01%)</b>	<b>425,904</b>	<b>426,902</b>	<b>426,902</b>	<b>426,902</b>
<b>Contractual:</b>																
6401	Contracts	1,421	1,544	1,421	845	841	650	650	650	650	195	23.08%	650	650	650	650
6404	Electric	3,800	3,408	3,800	3,800	2,278	3,800	3,800	3,800	3,800	0	0.00%	3,800	3,800	3,800	3,800
6405	Fuel Oil	2,000	1,526	3,000	3,000	721	2,000	2,000	2,000	2,000	1,000	33.33%	2,000	2,000	2,000	2,000
6407	Repair Building	490	200	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
6410	Postage	0	0	0	576	288	600	600	600	600	(24)	(4.17%)	600	600	600	600
6411	Printing and Stationery	392	0	392	392	0	200	200	200	200	192	48.98%	200	200	200	200
6412	Publications	98	0	98	98	0	0	0	0	0	98	100.00%	0	0	0	0
6420	Other	5,500	5,273	5,500	5,500	4,379	5,500	5,500	5,500	5,500	0	0.00%	5,500	5,500	5,500	5,500
6425	Office Supplies	1,960	1,589	1,960	1,960	1,532	1,700	1,700	1,700	1,700	260	13.27%	1,700	1,700	1,700	1,700
6426	Supplies - Other	0	0	0	0	0	250	250	250	250	(250)	(100.00%)	250	250	250	250
6466	Telephone - Wireless	1,700	1,754	1,700	1,700	1,111	1,700	1,700	1,700	1,700	0	0.00%	1,700	1,700	1,700	1,700
6477	Copier Leases	600	188	400	400	282	400	400	400	400	0	0.00%	400	400	400	400
	<b>Total Contractual</b>	<b>17,961</b>	<b>15,481</b>	<b>18,271</b>	<b>18,271</b>	<b>11,432</b>	<b>16,800</b>	<b>16,800</b>	<b>16,800</b>	<b>16,800</b>	<b>1,471</b>	<b>8.05%</b>	<b>16,800</b>	<b>16,800</b>	<b>16,800</b>	<b>16,800</b>
	<b>Total Expenditures</b>	<b>399,905</b>	<b>411,457</b>	<b>418,531</b>	<b>426,258</b>	<b>349,267</b>	<b>436,085</b>	<b>437,083</b>	<b>437,083</b>	<b>437,083</b>	<b>(10,825)</b>	<b>(2.54%)</b>	<b>442,704</b>	<b>443,702</b>	<b>443,702</b>	<b>443,702</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>(18,738)</b>	<b>0</b>	<b>0</b>	<b>60,194</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Department Summary

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*Department: Recreation Programs Admin*

**Budget Year:** 2016

**Division:** Parks & Recreation Department

**Tax District:** Full Town

**Cost Center #:** 7021

**Manager:** Chris Bean

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**NOTES:**

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## **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 and flyers distributed throughout the Town. Quarterly recreational program brochures are produced 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.

Under the direction of the Town Maintenance Supervisor, recreational annual revenues have increased in the past year due to expanded programming, allowing for additional budget reductions for expenses. Generally, more than 5,000 individuals participate in over 500 recreational programs.

## **Goals & Objectives:**

1. Maintain programs at current levels.
2. Reduce printing/mailing costs by using the Internet to distribute winter, spring and fall program brochures.

## **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	Total Benefits	Total Comp. & Benefits	TTS Srv 1/1/16	Alloc. %
<b>Parks &amp; Recreation Department</b>									
<b>Recreation</b>									
<b>Recreation Programs Admin - 7021</b>									
Recreation Program Coordinator	CSEA40HOUR - 7-1-2010 / J / 2	68,219	2,729	0	70,948	40,039	110,987	8.8	100.0
Assistant Recreation Leader	PART-TIME	14,560	0	0	14,560	1,606	16,166		100.0
Recreation Aide II	PART-TIME	13,000	0	0	13,000	1,437	14,437		100.0
Recreation Leader	PART-TIME	13,500	0	0	13,500	1,491	14,991		100.0
Recreation Program Planner	PART-TIME	16,000	0	0	16,000	1,762	17,762		100.0
Recreation Specialist	SEASONAL	1,058	0	0	1,058	143	1,201		100.0
Recreation Supervisor	SEASONAL	4,200	0	0	4,200	484	4,684		100.0
Senior Recreation Leader	SEASONAL	6,100	0	0	6,100	690	6,790		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide II	SEASONAL	1,450	0	0	1,450	186	1,636		100.0
Recreation Aide II	SEASONAL	1,450	0	0	1,450	186	1,636		100.0
Recreation Aide II	SEASONAL	1,450	0	0	1,450	186	1,636		100.0
Recreation Specialist	SEASONAL	2,350	0	0	2,350	283	2,633		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide II	SEASONAL	1,450	0	0	1,450	186	1,636		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245		100.0

**NOTES:**

# Employee Compensation & Benefits Schedule

Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Leader	SEASONAL	900	0	0	900	126	1,026	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide II	SEASONAL	1,450	0	0	1,450	186	1,636	100.0
Recreation Aide II	SEASONAL	1,450	0	0	1,450	186	1,636	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide I	SEASONAL	2,000	0	0	2,000	245	2,245	100.0
Recreation Aide II	SEASONAL	1,450	0	0	1,450	186	1,636	100.0
Recreation Aide II	SEASONAL	1,450	0	0	1,450	186	1,636	100.0
Recreation Aide II	SEASONAL	1,450	0	0	1,450	186	1,636	100.0
<b>Total Recreation Programs Admin - 7021</b>		<b>204,937</b>	<b>2,729</b>	<b>0</b>	<b>207,665</b>	<b>56,115</b>	<b>263,781</b>	

**NOTES:**





# Department Summary

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*Department: Parks Maintenance*

**Budget Year:** 2016

**Division:** Parks & Recreation Department

**Tax District:** Full Town

**Cost Center #:** 7110

**Manager:** Jon Erwin

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**NOTES:**

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## **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 three sections: Parks Repair Crews, Grounds Crew and Docks 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.

# Department Summary

*Department: Parks Maintenance*

**Budget Year:** 2016  
**Division:** Parks & Recreation Department  
**Tax District:** Full Town

**Cost Center #:** 7110  
**Manager:** Jon Erwin

**NOTES:**

## Workload:

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 five (5) 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, a roller skating rink, three (3) park activity centers, a park pavilion and two (2) skate parks.

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 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 area of Northampton.

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.

## Goals & Objectives:

1. Maintain overtime allocation of pay for summer maintenance needs for beach operations, in order to minimize compensation time and keep the Parks Maintenance staff available for winter projects, such as snowplowing.
2. Increase storage space for Parks equipment and supplies, including planning for a capital project to construct a Park Maintenance Shop at North Sea Park.

## Legal Authority:

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

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Total Benefits	Total Comp. & Benefits	TRS Srv 1/1/16	Alloc. %
<b>Parks &amp; Recreation Department</b>									
<b>Park Maintenance</b>									
<b>Parks Maintenance - 7110</b>									
Town Maintenance Supervisor	ADMINISTRATIVE	87,505	0	0	87,505	49,615	137,120	21.9	100.0
Groundskeeper II	CSEA40HOUR - 7-1-2010 / C / 2	43,996	0	0	43,996	25,703	69,699	1.6	100.0
Groundskeeper II - Vacant	CSEA40HOUR - 7-1-2010 / C / E	42,751	0	0	42,751	33,281	76,032		100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / C / 3	44,619	0	0	44,619	25,898	70,517	2.8	100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / C / 1	43,374	0	0	43,374	35,552	78,926	2.3	100.0
Maintenance Mechanic II*	CSEA40HOUR - 7-1-2010 / D / 3	23,951	0	0	23,951	18,484	42,435	2.8	50.0
Parks Maintenance Crew Leader	CSEA40HOUR - 7-1-2010 / I / 1	63,815	0	2,500	66,315	24,343	90,658	3.4	100.0
Groundskeeper II	CSEA40HOUR-NEW / C / 5	46,866	1,875	0	48,740	37,107	85,848	9.3	100.0
Maintenance Mechanic I	CSEA40HOUR-NEW / C / 5	46,866	2,812	0	49,678	37,339	87,016	12.0	100.0
Maintenance Mechanic III	CSEA40HOUR-NEW / G / 5	61,568	4,925	0	66,494	42,459	108,953	14.6	100.0
Maintenance Mechanic IV	CSEA40HOUR-NEW / I / 5	68,909	6,891	4,734	80,533	36,365	116,899	25.7	100.0
Maintenance Mechanic IV	CSEA40HOUR-OLD / 13 / 3	71,589	5,727	0	77,316	45,791	123,107	16.3	100.0
Groundskeeper III	CSEA40HOURPROMO	62,956	6,296	4,328	73,580	46,868	120,448	25.3	100.0
Groundskeeper I	PART-TIME	3,920	0	0	3,920	600	4,520		100.0
Groundskeeper I	PART-TIME	7,590	0	0	7,590	1,135	8,725		100.0
Automotive Equipment Operator	SEASONAL	8,500	0	0	8,500	1,268	9,768		100.0
Groundskeeper I	SEASONAL	5,000	0	0	5,000	758	5,758		100.0
Groundskeeper I	SEASONAL	5,000	0	0	5,000	758	5,758		100.0
Groundskeeper I	SEASONAL	5,000	0	0	5,000	758	5,758		100.0
Groundskeeper I	SEASONAL	5,000	0	0	5,000	758	5,758		100.0
Maintenance Mechanic I	SEASONAL	9,690	0	0	9,690	1,442	11,132		100.0
Park Attendant	SEASONAL	5,040	0	0	5,040	764	5,804		100.0
Park Attendant	SEASONAL	2,713	0	0	2,713	424	3,137		100.0
Park Attendant	SEASONAL	3,100	0	0	3,100	481	3,581		100.0
<b>Total Parks Maintenance - 7110</b>		<b>769,318</b>	<b>28,526</b>	<b>11,562</b>	<b>809,405</b>	<b>467,951</b>	<b>1,277,356</b>		

\*Employee split across Docks & Marinas and Parks Maintenance

NOTES:

**Town of Southampton**  
**2016 Adopted Budget**  
**Parks Maintenance - 7110**

Account Code	Description	2014 Adopted Budget	2014 Actual	2015 Adopted Budget	2015 Amended Budget	2015 Oct YTD Actual	2016 Requested Budget	2016 Tentative Budget	2016 Preliminary Budget	2016 Adopted Budget	2016 Adopted / 2015 Amended Difference	2016 Adopted / 2015 Amended % of Change	2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget
<b>Real Property Taxes:</b>																
1001	Property Taxes	1,581,940	1,562,157	1,652,504	1,645,738	1,650,904	1,713,679	1,714,021	1,715,579	1,715,579	69,841	4.24%	1,742,467	1,742,306	1,743,220	1,743,220
	<b>Total Real Property Taxes</b>	1,581,940	1,562,157	1,652,504	1,645,738	1,650,904	1,713,679	1,714,021	1,715,579	1,715,579	69,841	4.24%	1,742,467	1,742,306	1,743,220	1,743,220
<b>Other Revenue:</b>																
1521	Departmental Income	40,000	25,583	40,000	40,000	26,887	25,000	25,000	25,000	25,000	(15,000)	(37.50%)	25,000	25,000	25,000	25,000
2701	Miscellaneous Tax Receipts	0	399	0	0	307	0	0	0	0	0	0.00%	0	0	0	0
	<b>Total Other Revenue</b>	40,000	25,983	40,000	40,000	27,194	25,000	25,000	25,000	25,000	(15,000)	(37.50%)	25,000	25,000	25,000	25,000
	<b>Total Revenue</b>	<b>1,621,940</b>	<b>1,588,139</b>	<b>1,692,504</b>	<b>1,685,738</b>	<b>1,678,098</b>	<b>1,738,679</b>	<b>1,739,021</b>	<b>1,740,579</b>	<b>1,740,579</b>	<b>54,841</b>	<b>3.25%</b>	<b>1,767,467</b>	<b>1,767,306</b>	<b>1,768,220</b>	<b>1,768,220</b>
<b>Salaries:</b>																
6100	Salaries	694,626	613,753	699,596	675,782	539,831	708,572	708,765	712,880	712,880	(37,098)	(5.49%)	729,677	729,497	733,059	733,059
6101	Overtime	14,000	15,229	15,000	24,296	23,930	15,000	15,000	15,000	15,000	9,296	38.26%	15,000	15,000	15,000	15,000
6103	Accumulated Sick/Personal Days	1,900	3,604	4,080	4,080	2,321	9,062	9,062	9,062	9,062	(4,982)	(122.11%)	9,062	9,062	9,062	9,062
6105	Part Time Salaries	60,553	37,639	60,553	60,553	25,857	60,553	60,553	60,553	60,553	0	0.00%	60,553	60,553	60,553	60,553
6110	Longevity	35,168	32,103	29,008	29,008	278	28,472	28,526	30,400	30,400	(1,392)	(4.80%)	29,260	29,313	31,225	31,225
6127	Cash in Lieu of Health Benefits	0	1,250	2,500	2,500	1,250	2,500	2,500	2,500	2,500	0	0.00%	2,500	2,500	2,500	2,500
	<b>Total Salaries</b>	806,247	703,577	810,737	796,219	593,467	824,159	824,405	830,395	830,395	(34,176)	(4.29%)	846,052	845,926	851,400	851,400
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	96,721	143,959	123,638	131,510	117,414	125,017	125,058	126,059	126,059	5,452	4.15%	128,673	128,652	129,566	129,566
6830	FICA Tax Expenditure	61,807	55,832	62,074	61,960	44,825	63,051	63,070	63,528	63,528	(1,568)	(2.53%)	64,725	64,716	65,135	65,135
6835	MTA Tax	2,794	2,539	2,806	2,800	2,042	2,806	2,807	2,827	2,827	(28)	(0.99%)	2,881	2,880	2,899	2,899
6840	Worker's Compensation	49,241	39,089	52,421	52,421	39,912	53,132	53,122	55,180	55,180	(2,758)	(5.26%)	54,622	54,573	56,630	56,630
6860	Medical Insurance - Active Employees	223,713	196,263	196,332	196,332	158,739	198,078	208,122	200,154	200,154	(3,822)	(1.95%)	198,078	208,122	200,154	200,154
6865	Dental & Optical	16,300	13,188	16,300	16,300	11,609	16,300	16,300	16,300	16,300	0	0.00%	16,300	16,300	16,300	16,300
6875	Disability	677	75	677	677	71	677	677	677	677	0	0.00%	677	677	677	677
	<b>Total Employee Benefits - Current</b>	451,253	450,945	454,247	461,999	374,611	459,061	469,156	464,724	464,724	(2,725)	(0.59%)	465,956	475,920	471,360	471,360
	<b>Total Employee Costs</b>	<b>1,257,500</b>	<b>1,154,522</b>	<b>1,264,984</b>	<b>1,258,218</b>	<b>968,078</b>	<b>1,283,219</b>	<b>1,293,561</b>	<b>1,295,119</b>	<b>1,295,119</b>	<b>(36,901)</b>	<b>(2.93%)</b>	<b>1,312,007</b>	<b>1,321,846</b>	<b>1,322,760</b>	<b>1,322,760</b>
<b>Contractual:</b>																
6401	Contracts	35,670	42,866	50,000	52,000	44,086	58,530	58,530	58,530	58,530	(6,530)	(12.56%)	58,530	58,530	58,530	58,530
6403	Gasoline	48,000	39,284	47,000	32,800	22,711	42,000	42,000	42,000	42,000	(9,200)	(28.05%)	42,000	42,000	42,000	42,000
6404	Electric	100,000	109,029	115,000	107,000	69,231	115,000	115,000	115,000	115,000	(8,000)	(7.48%)	115,000	115,000	115,000	115,000
6405	Fuel Oil	30,000	21,412	30,000	28,000	10,796	30,000	30,000	30,000	30,000	(2,000)	(7.14%)	30,000	30,000	30,000	30,000
6406	Repair Equipment	16,660	16,848	17,800	18,600	11,884	18,000	18,000	18,000	18,000	600	3.23%	18,000	18,000	18,000	18,000
6407	Repair Building	39,200	52,099	49,200	62,400	47,718	52,000	50,000	50,000	50,000	12,400	19.87%	52,000	50,000	50,000	50,000
6408	Repair Vehicle	16,900	25,891	19,910	34,810	28,753	20,000	20,000	20,000	20,000	14,810	42.55%	20,000	20,000	20,000	20,000
6415	Telephone	0	0	0	0	0	100	100	100	100	(100)	(100.00%)	100	100	100	100
6418	Uniforms	3,500	3,246	3,500	3,500	1,316	3,500	3,500	3,500	3,500	0	0.00%	3,500	3,500	3,500	3,500
6423	Small Equipment (Non-Capital)	980	1,243	980	6,245	5,883	1,000	1,000	1,000	1,000	5,245	83.99%	1,000	1,000	1,000	1,000
6426	Supplies - Other	26,330	21,727	29,930	24,465	21,954	30,130	30,130	30,130	30,130	(5,665)	(23.16%)	30,130	30,130	30,130	30,130
6437	Beach & Dune Monitoring	0	0	0	0	0	5,000	5,000	5,000	5,000	(5,000)	(100.00%)	5,000	5,000	5,000	5,000
6441	Diesel Fuel	20,000	25,947	26,000	19,500	13,561	30,000	27,000	27,000	27,000	(7,500)	(38.46%)	30,000	27,000	27,000	27,000
6447	Salt	8,000	3,829	8,000	8,000	4,997	10,000	10,000	10,000	10,000	(2,000)	(25.00%)	10,000	10,000	10,000	10,000





# Department Summary

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*Department: Hamlet Beautification*

**Budget Year:** 2016  
**Division:** Parks & Recreation Department  
**Tax District:** Full Town

**Cost Center #:** 7115  
**Manager:** Chris Bean

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**NOTES:**

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## **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

## 2016 Adopted Budget

### Hamlet Beautification - 7115

Account Code	Description	2014 Adopted Budget	2014 Actual	2015 Adopted Budget	2015 Amended Budget	2015 Oct YTD Actual	2016 Requested Budget	2016 Tentative Budget	2016 Preliminary Budget	2016 Adopted Budget	2016 Adopted / 2015 Amended Difference	2016 Adopted / 2015 Amended % of Change	2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget
<b>Real Property Taxes:</b>																
1001	Property Taxes	11,500	11,500	11,500	11,500	11,500	12,200	12,200	12,200	12,200	700	6.09%	12,200	12,200	12,200	12,200
	<b>Total Real Property Taxes</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>700</b>	<b>6.09%</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>
	<b>Total Revenue</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>700</b>	<b>6.09%</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>
	<b>Total Employee Costs</b>										<b>0</b>	<b>0.00%</b>				
	<b>Contractual:</b>															
6401	Contracts	7,000	5,000	6,300	4,753	1,045	0	0	0	0	4,753	100.00%	0	0	0	0
6420	Other	0	0	0	0	0	7,000	7,000	7,000	7,000	(7,000)	(100.00%)	7,000	7,000	7,000	7,000
6475	P&R Chargeback - Watering	4,500	4,763	5,200	6,747	5,747	5,200	5,200	5,200	5,200	1,547	22.93%	5,200	5,200	5,200	5,200
	<b>Total Contractual</b>	<b>11,500</b>	<b>9,763</b>	<b>11,500</b>	<b>11,500</b>	<b>6,792</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>(700)</b>	<b>(6.09%)</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>
	<b>Total Expenditures</b>	<b>11,500</b>	<b>9,763</b>	<b>11,500</b>	<b>11,500</b>	<b>6,792</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>(700)</b>	<b>(6.09%)</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>1,737</b>	<b>0</b>	<b>0</b>	<b>4,708</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Department Summary

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*Department: Beach Operations*

**Budget Year:** 2016

**Division:** Parks & Recreation Department

**Tax District:** Beaches

**Cost Center #:** 7180

**Manager:** Chris Bean

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**NOTES:**

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## **Departmental Mission & Responsibilities:**

The Parks Department's Division of Beach Operations provides oversight for the nine (9) 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 35,000 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 maintenance at Board of Trustees owned access roads.
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.

## **Legal Authority:**

General Municipal Law, Article 13

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Total Benefits	Total Comp. & Benefits	115 Srv 1/1/16	Alloc. %
<b>Parks &amp; Recreation Department</b>									
<b>Beaches</b>									
<b>Beach Operations - 7180</b>									
Maintenance Mechanic II	CSEA40HOUR-NEW / D / 3	49,068	2,944	0	52,012	28,016	80,028	10.8	100.0
Attendant Pre-Season 001	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 002	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 003	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 004	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 005	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 006	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 007	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 008	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 009	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 010	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 011	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 012	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 013	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 014	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 015	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 016	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 017	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 018	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 019	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Attendant Pre-Season 020	PART-TIME	3,000	0	0	3,000	354	3,354		100.0
Clerk Typist	PART-TIME	4,500	0	0	4,500	406	4,906		100.0
Clerk Typist	PART-TIME	2,325	0	0	2,325	224	2,549		100.0
Clerk Typist	PART-TIME	10,500	0	0	10,500	910	11,410		100.0
Groundskeeper I	PART-TIME	0	0	0	0	29	29		100.0

NOTES:

# Employee Compensation & Benefits Schedule

Assistant Beach Manager	SEASONAL	4,360	0	0	4,360	563	4,923	100.0
Assistant Beach Manager	SEASONAL	3,000	0	0	3,000	354	3,354	100.0
Assistant Beach Manager	SEASONAL	3,000	0	0	3,000	354	3,354	100.0
Assistant Beach Manager	SEASONAL	3,000	0	0	3,000	354	3,354	100.0
Assistant Beach Manager	SEASONAL	3,000	0	0	3,000	354	3,354	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	3,000	0	0	3,000	354	3,354	100.0
Beach Attendant	SEASONAL	3,000	0	0	3,000	354	3,354	100.0
Beach Attendant	SEASONAL	2,700	0	0	2,700	321	3,021	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0

**NOTES:**

# Employee Compensation & Benefits Schedule

Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Attendant	SEASONAL	2,625	0	0	2,625	313	2,938	100.0
Beach Attendant	SEASONAL	2,550	0	0	2,550	305	2,855	100.0
Beach Manager	SEASONAL	6,200	0	0	6,200	700	6,900	100.0
Beach Manager	SEASONAL	6,100	0	0	6,100	690	6,790	100.0
Beach Manager	SEASONAL	7,260	0	0	7,260	815	8,075	100.0
Beach Manager	SEASONAL	5,338	0	0	5,338	607	5,944	100.0
Beach Manager	SEASONAL	4,875	0	0	4,875	557	5,432	100.0
Beach Manager	SEASONAL	7,468	0	0	7,468	838	8,306	100.0
Beach Manager	SEASONAL	5,338	0	0	5,338	607	5,944	100.0
Beach Manager Pre-season	SEASONAL	2,013	0	0	2,013	275	2,288	100.0
Beach Manager Pre-season	SEASONAL	2,013	0	0	2,013	275	2,288	100.0
Beach Manager Pre-season	SEASONAL	2,013	0	0	2,013	275	2,288	100.0
Beach Manager Pre-season	SEASONAL	2,013	0	0	2,013	275	2,288	100.0
Beach Manager Pre-season	SEASONAL	2,013	0	0	2,013	275	2,288	100.0
Senior Beach Manager	SEASONAL	7,696	0	0	7,696	862	8,558	100.0
Assistant Chief Lifeguard	LIFEGUARDS	4,848	0	0	4,848	623	5,471	100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,400	0	0	6,400	1,677	8,077	100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,680	0	0	6,680	1,749	8,429	100.0
Assistant Chief Lifeguard	LIFEGUARDS	7,120	0	0	7,120	901	8,021	100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,013	0	0	6,013	1,577	7,589	100.0
Assistant Chief Lifeguard	LIFEGUARDS	7,260	0	0	7,260	918	8,178	100.0
Assistant Chief Lifeguard	LIFEGUARDS	7,680	0	0	7,680	969	8,649	100.0
Assistant Chief Lifeguard	LIFEGUARDS	3,822	0	0	3,822	1,013	4,835	100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,704	0	0	6,704	1,755	8,459	100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,540	0	0	6,540	1,713	8,253	100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,576	0	0	6,576	834	7,410	100.0
Assistant Chief Lifeguard	LIFEGUARDS	6,400	0	0	6,400	1,677	8,077	100.0
Assistant Chief Lifeguard	LIFEGUARDS	4,704	0	0	4,704	1,240	5,944	100.0

**NOTES:**

# Employee Compensation & Benefits Schedule

Chief Lifeguard	LIFEGUARDS	9,060	0	0	9,060	2,362	11,422	100.0
Chief Lifeguard	LIFEGUARDS	8,060	0	0	8,060	2,104	10,164	100.0
Life Guard - Pre-Season 014	LIFEGUARDS	4,820	0	0	4,820	1,202	6,022	100.0
Life Guard - Pre-Season 015	LIFEGUARDS	4,820	0	0	4,820	1,202	6,022	100.0
Life Guard - Pre-Season 016	LIFEGUARDS	4,820	0	0	4,820	1,202	6,022	100.0
Life Guard - Pre-Season 017	LIFEGUARDS	4,820	0	0	4,820	1,202	6,022	100.0
Life Guard - Pre-Season 018	LIFEGUARDS	4,820	0	0	4,820	1,202	6,022	100.0
Life Guard - Pre-Season 019	LIFEGUARDS	4,820	0	0	4,820	1,202	6,022	100.0
Life Guard - Pre-Season 020	LIFEGUARDS	4,820	0	0	4,820	1,202	6,022	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	478	4,144	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	478	4,144	100.0
Lifeguard	LIFEGUARDS	3,868	0	0	3,868	1,025	4,892	100.0
Lifeguard	LIFEGUARDS	4,069	0	0	4,069	527	4,596	100.0
Lifeguard	LIFEGUARDS	4,069	0	0	4,069	527	4,596	100.0
Lifeguard	LIFEGUARDS	3,868	0	0	3,868	502	4,370	100.0
Lifeguard	LIFEGUARDS	4,069	0	0	4,069	527	4,596	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	973	4,639	100.0
Lifeguard	LIFEGUARDS	4,069	0	0	4,069	1,076	5,145	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	478	4,144	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	478	4,144	100.0
Lifeguard	LIFEGUARDS	3,868	0	0	3,868	1,025	4,892	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	478	4,144	100.0
Lifeguard	LIFEGUARDS	3,868	0	0	3,868	1,025	4,892	100.0
Lifeguard	LIFEGUARDS	3,868	0	0	3,868	502	4,370	100.0
Lifeguard	LIFEGUARDS	4,069	0	0	4,069	1,076	5,145	100.0
Lifeguard	LIFEGUARDS	3,868	0	0	3,868	502	4,370	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	478	4,144	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	478	4,144	100.0
Lifeguard	LIFEGUARDS	3,868	0	0	3,868	502	4,370	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	478	4,144	100.0

**NOTES:**

# Employee Compensation & Benefits Schedule

Lifeguard	LIFEGUARDS	3,868	0	0	3,868	502	4,370	100.0
Lifeguard	LIFEGUARDS	4,069	0	0	4,069	527	4,596	100.0
Lifeguard	LIFEGUARDS	3,868	0	0	3,868	502	4,370	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	973	4,639	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	478	4,144	100.0
Lifeguard	LIFEGUARDS	4,069	0	0	4,069	527	4,596	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	973	4,639	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	973	4,639	100.0
Lifeguard	LIFEGUARDS	3,666	0	0	3,666	478	4,144	100.0
Lifeguard	LIFEGUARDS	4,069	0	0	4,069	527	4,596	100.0
Senior Life Guard	LIFEGUARDS	5,672	0	0	5,672	723	6,395	100.0
Senior Life Guard	LIFEGUARDS	5,672	0	0	5,672	723	6,395	100.0
Senior Life Guard	LIFEGUARDS	5,672	0	0	5,672	723	6,395	100.0
Senior Life Guard	LIFEGUARDS	5,672	0	0	5,672	723	6,395	100.0
Senior Life Guard	LIFEGUARDS	5,672	0	0	5,672	723	6,395	100.0
Senior Life Guard	LIFEGUARDS	5,460	0	0	5,460	698	6,158	100.0
Senior Life Guard	LIFEGUARDS	5,568	0	0	5,568	1,462	7,030	100.0
Senior Life Guard	LIFEGUARDS	5,460	0	0	5,460	1,435	6,895	100.0
Senior Life Guard	LIFEGUARDS	4,264	0	0	4,264	1,127	5,391	100.0
Senior Life Guard	LIFEGUARDS	4,264	0	0	4,264	1,127	5,391	100.0
Senior Life Guard	LIFEGUARDS	5,460	0	0	5,460	698	6,158	100.0
Senior Life Guard	LIFEGUARDS	4,380	0	0	4,380	1,157	5,537	100.0
Senior Life Guard	LIFEGUARDS	5,352	0	0	5,352	1,407	6,759	100.0
Senior Life Guard	LIFEGUARDS	5,352	0	0	5,352	1,407	6,759	100.0
Senior Life Guard	LIFEGUARDS	6,264	0	0	6,264	796	7,060	100.0
Senior Life Guard	LIFEGUARDS	4,264	0	0	4,264	551	4,815	100.0
Senior Life Guard	LIFEGUARDS	6,264	0	0	6,264	796	7,060	100.0
Senior Life Guard	LIFEGUARDS	6,380	0	0	6,380	1,672	8,052	100.0
Senior Life Guard	LIFEGUARDS	5,460	0	0	5,460	698	6,158	100.0
Senior Life Guard	LIFEGUARDS	4,264	0	0	4,264	551	4,815	100.0

**NOTES:**

# Employee Compensation & Benefits Schedule

Senior Life Guard	LIFEGUARDS	5,460	0	0	5,460	1,435	6,895	100.0
Senior Life Guard	LIFEGUARDS	6,500	0	0	6,500	1,702	8,202	100.0
Senior Life Guard	LIFEGUARDS	4,500	0	0	4,500	1,187	5,687	100.0
Senior Life Guard	LIFEGUARDS	5,352	0	0	5,352	684	6,036	100.0
Senior Life Guard	LIFEGUARDS	5,352	0	0	5,352	1,407	6,759	100.0
Senior Life Guard	LIFEGUARDS	5,352	0	0	5,352	684	6,036	100.0
Senior Life Guard	LIFEGUARDS	5,352	0	0	5,352	1,407	6,759	100.0
Senior Life Guard	LIFEGUARDS	4,380	0	0	4,380	1,157	5,537	100.0
Senior Life Guard	LIFEGUARDS	4,144	0	0	4,144	536	4,680	100.0
Senior Life Guard	LIFEGUARDS	5,904	0	0	5,904	752	6,656	100.0
Senior Life Guard	LIFEGUARDS	4,144	0	0	4,144	1,096	5,240	100.0
Senior Life Guard	LIFEGUARDS	5,352	0	0	5,352	1,407	6,759	100.0
Senior Life Guard	LIFEGUARDS	5,352	0	0	5,352	684	6,036	100.0
Senior Life Guard	LIFEGUARDS	5,460	0	0	5,460	1,435	6,895	100.0
Senior Life Guard	LIFEGUARDS	6,144	0	0	6,144	1,611	7,755	100.0
Senior Life Guard	LIFEGUARDS	5,352	0	0	5,352	1,407	6,759	100.0
Senior Life Guard	LIFEGUARDS	5,352	0	0	5,352	1,407	6,759	100.0
Senior Life Guard	LIFEGUARDS	5,568	0	0	5,568	1,462	7,030	100.0
Senior Life Guard	LIFEGUARDS	5,460	0	0	5,460	1,435	6,895	100.0
Senior Life Guard	LIFEGUARDS	5,904	0	0	5,904	752	6,656	100.0
Senior Life Guard	LIFEGUARDS	5,904	0	0	5,904	1,549	7,453	100.0
Senior Life Guard	LIFEGUARDS	5,460	0	0	5,460	698	6,158	100.0
<b>Total Beach Operations - 7180</b>		<b>753,022</b>	<b>2,944</b>	<b>0</b>	<b>755,966</b>	<b>149,343</b>	<b>905,309</b>	

**NOTES:**

# Town of Southampton

## 2016 Adopted Budget

### Beach Operations - 7180

Account Code	Description	2014 Adopted Budget	2014 Actual	2015 Adopted Budget	2015 Amended Budget	2015 Oct YTD Actual	2016 Requested Budget	2016 Tentative Budget	2016 Preliminary Budget	2016 Adopted Budget	2016 Adopted / 2015 Amended Difference	2016 Adopted / 2015 Amended % of Change	2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget
<b>Other Revenue:</b>																
1201	Interest And Earnings	500	1,091	500	500	1,255	1,000	1,000	1,000	1,000	500	100.00%	1,000	1,000	1,000	1,000
2011	Rentals	90,000	93,836	90,000	90,000	98,934	90,000	90,000	90,000	90,000	0	0.00%	90,000	90,000	90,000	90,000
2025	Beach Parking Fees	1,250,000	1,312,032	1,450,000	1,522,050	1,726,239	1,450,000	1,450,000	1,450,000	1,450,000	(72,050)	(4.73%)	1,450,000	1,450,000	1,450,000	1,450,000
2701	Miscellaneous Tax Receipts	0	745	0	0	425	0	0	0	0	0	0.00%	0	0	0	0
2770	Miscellaneous	0	317	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
4960	Federal Grants - FEMA	0	0	0	0	4,722	0	0	0	0	0	0.00%	0	0	0	0
<b>Total Other Revenue</b>		<b>1,340,500</b>	<b>1,408,022</b>	<b>1,540,500</b>	<b>1,612,550</b>	<b>1,831,575</b>	<b>1,541,000</b>	<b>1,541,000</b>	<b>1,541,000</b>	<b>1,541,000</b>	<b>(71,550)</b>	<b>(4.44%)</b>	<b>1,541,000</b>	<b>1,541,000</b>	<b>1,541,000</b>	<b>1,541,000</b>
<b>Total Revenue</b>		<b>1,340,500</b>	<b>1,408,022</b>	<b>1,540,500</b>	<b>1,612,550</b>	<b>1,831,575</b>	<b>1,541,000</b>	<b>1,541,000</b>	<b>1,541,000</b>	<b>1,541,000</b>	<b>(71,550)</b>	<b>(4.44%)</b>	<b>1,541,000</b>	<b>1,541,000</b>	<b>1,541,000</b>	<b>1,541,000</b>
<b>Salaries:</b>																
6100	Salaries	44,874	44,873	45,472	45,472	39,623	46,866	49,068	49,068	49,068	(3,596)	(7.91%)	47,803	51,059	51,059	51,059
6101	Overtime	28,500	26,624	30,000	34,000	32,118	30,000	30,000	30,000	30,000	4,000	11.76%	30,000	30,000	30,000	30,000
6103	Accumulated Sick/Personal Days	0	(2,489)	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
6105	Part Time Salaries	703,954	698,020	703,954	749,954	747,901	703,954	703,954	703,954	703,954	46,000	6.13%	703,954	703,954	703,954	703,954
6110	Longevity	1,800	1,795	2,728	2,728	0	2,812	2,944	2,944	2,944	(216)	(7.91%)	2,868	3,064	3,064	3,064
<b>Total Salaries</b>		<b>779,128</b>	<b>768,823</b>	<b>782,155</b>	<b>832,155</b>	<b>819,642</b>	<b>783,632</b>	<b>785,966</b>	<b>785,966</b>	<b>785,966</b>	<b>46,189</b>	<b>5.55%</b>	<b>784,626</b>	<b>788,077</b>	<b>788,077</b>	<b>788,077</b>
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	49,124	73,116	51,056	57,935	52,114	42,563	42,953	42,953	42,953	14,982	25.86%	42,729	43,305	43,305	43,305
6830	FICA Tax Expenditure	59,623	58,980	60,640	64,490	62,686	59,953	60,131	60,131	60,131	4,358	6.76%	60,029	60,293	60,293	60,293
6835	MTA Tax	2,652	2,501	2,672	2,872	2,688	2,672	2,680	2,680	2,680	192	6.69%	2,676	2,687	2,687	2,687
6840	Worker's Compensation	29,008	23,027	29,030	27,030	22,102	29,122	29,267	29,267	29,267	(2,237)	(8.28%)	29,183	29,398	29,398	29,398
6860	Medical Insurance - Active Employees	10,044	9,475	9,768	9,768	8,694	10,608	10,608	10,608	10,608	(840)	(8.60%)	10,608	10,608	10,608	10,608
6865	Dental & Optical	1,304	1,210	1,304	1,304	1,001	1,304	1,304	1,304	1,304	0	0.00%	1,304	1,304	1,304	1,304
6875	Disability	4,781	952	4,810	4,810	990	4,810	4,810	4,810	4,810	0	0.00%	4,810	4,810	4,810	4,810
<b>Total Employee Benefits - Current</b>		<b>156,536</b>	<b>169,261</b>	<b>159,280</b>	<b>168,209</b>	<b>150,275</b>	<b>151,032</b>	<b>151,753</b>	<b>151,753</b>	<b>151,753</b>	<b>16,456</b>	<b>9.78%</b>	<b>151,339</b>	<b>152,405</b>	<b>152,405</b>	<b>152,405</b>
<b>Total Employee Costs</b>		<b>935,664</b>	<b>938,083</b>	<b>941,435</b>	<b>1,000,364</b>	<b>969,917</b>	<b>934,664</b>	<b>937,719</b>	<b>937,719</b>	<b>937,719</b>	<b>62,645</b>	<b>6.26%</b>	<b>935,964</b>	<b>940,482</b>	<b>940,482</b>	<b>940,482</b>
<b>Contractual:</b>																
6401	Contracts	13,910	11,335	13,910	14,910	13,092	13,580	13,580	13,580	13,580	1,330	8.92%	13,580	13,580	13,580	13,580
6404	Electric	10,000	8,925	16,898	16,898	8,335	15,000	15,000	15,000	15,000	1,898	11.23%	15,000	15,000	15,000	15,000
6406	Repair Equipment	15,000	13,375	25,000	24,000	16,167	20,000	20,000	20,000	20,000	4,000	16.67%	20,000	20,000	20,000	20,000
6407	Repair Building	39,200	42,320	60,000	45,521	28,964	111,466	108,411	108,411	108,411	(62,890)	(138.16%)	124,820	120,302	120,302	120,302
6411	Printing and Stationery	19,961	16,565	25,000	25,000	2,628	20,000	20,000	20,000	20,000	5,000	20.00%	20,000	20,000	20,000	20,000
6412	Publications	0	0	0	0	0	1,000	1,000	1,000	1,000	(1,000)	(100.00%)	1,000	1,000	1,000	1,000
6418	Uniforms	17,640	13,794	17,640	17,640	6,621	15,000	15,000	15,000	15,000	2,640	14.97%	15,000	15,000	15,000	15,000
6420	Other	4,900	6,606	4,900	11,500	9,046	7,500	7,500	7,500	7,500	4,000	34.78%	7,500	7,500	7,500	7,500
6423	Small Equipment (Non-Capital)	0	0	0	0	0	1,000	1,000	1,000	1,000	(1,000)	(100.00%)	1,000	1,000	1,000	1,000
6425	Office Supplies	500	441	500	500	356	500	500	500	500	0	0.00%	500	500	500	500
6426	Supplies - Other	11,760	16,443	20,000	22,500	21,620	21,000	21,000	21,000	21,000	1,500	6.67%	21,000	21,000	21,000	21,000
6444	Mileage Reimbursement	2,940	1,491	2,940	3,440	3,422	2,000	2,000	2,000	2,000	1,440	41.86%	2,000	2,000	2,000	2,000
6455	Depreciation	0	130,014	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
6466	Telephone - Wireless	345	168	345	345	177	345	345	345	345	0	0.00%	345	345	345	345
6474	Other - Landfill Charges	18,500	36,448	25,000	43,000	42,669	45,000	45,000	45,000	45,000	(2,000)	(4.65%)	45,000	45,000	45,000	45,000





# Department Summary

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*Department: Conscience Point Marina*

**Budget Year:** 2016

**Division:** Parks & Recreation Department

**Tax District:** Conscience Point Marina

**Cost Center #:** 7182

**Manager:** Chris Bean

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**NOTES:**

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## **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 68 boats. 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:**

1. Consider alternatives for repair/restoration of old boathouse and inn structure.

## **Legal Authority:**

Established pursuant to Southampton Town Law #290.

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Total Benefits	Total Comp. & Benefits	TTS Srv 1/1/16	Alloc. %
<b>Parks &amp; Recreation Department</b>									
<b>Docks &amp; Marinas</b>									
<b>Conscience Point Marina - 7182</b>									
Maintenance Mechanic II*	CSEA40HOUR - 7-1-2010 / D / 3	7,185	0	0	7,185	5,545	12,731	2.8	15.0
Park Attendant	SEASONAL	3,250	0	0	3,250	381	3,631		100.0
<b>Total Conscience Point Marina - 7182</b>		<b>10,435</b>	<b>0</b>	<b>0</b>	<b>10,435</b>	<b>5,926</b>	<b>16,361</b>		

\*Employee split across Docks & Marinas and Parks Maintenance

**NOTES:**

# Town of Southampton

## 2016 Adopted Budget

### Conscience Point Marina - 7182

Account Code	Description	2014 Adopted Budget	2014 Actual	2015 Adopted Budget	2015 Amended Budget	2015 Oct YTD Actual	2016 Requested Budget	2016 Tentative Budget	2016 Preliminary Budget	2016 Adopted Budget	2016 Adopted / 2015 Amended Difference	2016 Adopted / 2015 Amended % of Change	2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget
<b>Real Property Taxes:</b>																
1001	Property Taxes	123,304	123,304	120,410	120,410	120,410	109,881	109,881	109,881	109,881	(10,528)	(8.74%)	101,042	101,042	101,042	101,042
	<b>Total Real Property Taxes</b>	<b>123,304</b>	<b>123,304</b>	<b>120,410</b>	<b>120,410</b>	<b>120,410</b>	<b>109,881</b>	<b>109,881</b>	<b>109,881</b>	<b>109,881</b>	<b>(10,528)</b>	<b>(8.74%)</b>	<b>101,042</b>	<b>101,042</b>	<b>101,042</b>	<b>101,042</b>
<b>Other Revenue:</b>																
1201	Interest And Earnings	250	442	250	250	350	325	325	325	325	75	30.00%	325	325	325	325
2411	Rentals - Dockage/Storage	233,000	235,615	233,000	233,000	173,479	233,000	233,000	233,000	233,000	0	0.00%	233,000	233,000	233,000	233,000
2598	Diesel Sales	12,000	17,063	12,000	12,000	14,679	12,000	12,000	12,000	12,000	0	0.00%	12,000	12,000	12,000	12,000
2770	Miscellaneous	3,800	3,175	3,800	3,800	1,707	3,000	3,000	3,000	3,000	(800)	(21.05%)	3,000	3,000	3,000	3,000
2803	Gasoline Sales	115,000	107,305	115,000	115,000	99,043	115,000	115,000	115,000	115,000	0	0.00%	115,000	115,000	115,000	115,000
	<b>Total Other Revenue</b>	<b>364,050</b>	<b>363,600</b>	<b>364,050</b>	<b>364,050</b>	<b>289,258</b>	<b>363,325</b>	<b>363,325</b>	<b>363,325</b>	<b>363,325</b>	<b>(725)</b>	<b>(0.20%)</b>	<b>363,325</b>	<b>363,325</b>	<b>363,325</b>	<b>363,325</b>
	<b>Total Revenue</b>	<b>487,354</b>	<b>486,904</b>	<b>484,460</b>	<b>484,460</b>	<b>409,668</b>	<b>473,206</b>	<b>473,206</b>	<b>473,206</b>	<b>473,206</b>	<b>(11,253)</b>	<b>(2.32%)</b>	<b>464,367</b>	<b>464,367</b>	<b>464,367</b>	<b>464,367</b>
<b>Salaries:</b>																
6100	Salaries	6,682	6,723	6,871	6,871	5,791	7,185	7,185	7,185	7,185	(314)	(4.57%)	7,435	7,435	7,435	7,435
6105	Part Time Salaries	6,500	7,531	6,500	6,500	0	3,250	3,250	3,250	3,250	3,250	50.00%	3,250	3,250	3,250	3,250
	<b>Total Salaries</b>	<b>13,182</b>	<b>14,254</b>	<b>13,371</b>	<b>13,371</b>	<b>5,791</b>	<b>10,435</b>	<b>10,435</b>	<b>10,435</b>	<b>10,435</b>	<b>2,936</b>	<b>21.96%</b>	<b>10,685</b>	<b>10,685</b>	<b>10,685</b>	<b>10,685</b>
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	862	1,283	1,134	1,207	1,077	1,200	1,200	1,200	1,200	7	0.57%	1,242	1,242	1,242	1,242
6830	FICA Tax Expenditure	1,008	1,066	1,023	1,023	420	798	798	798	798	225	21.96%	817	817	817	817
6835	MTA Tax	45	55	45	45	19	35	35	35	35	10	21.95%	36	36	36	36
6840	Worker's Compensation	625	496	637	637	485	566	566	566	566	72	11.24%	582	582	582	582
6860	Medical Insurance - Active Employees	2,943	2,797	2,898	2,898	2,439	3,098	3,098	3,098	3,098	(200)	(6.89%)	3,098	3,098	3,098	3,098
6865	Dental & Optical	196	3	196	196	0	196	196	196	196	0	0.00%	196	196	196	196
6875	Disability	62	10	62	62	0	33	33	33	33	29	46.51%	33	33	33	33
	<b>Total Employee Benefits - Current</b>	<b>5,741</b>	<b>5,710</b>	<b>5,995</b>	<b>6,068</b>	<b>4,440</b>	<b>5,926</b>	<b>5,926</b>	<b>5,926</b>	<b>5,926</b>	<b>142</b>	<b>2.34%</b>	<b>6,004</b>	<b>6,004</b>	<b>6,004</b>	<b>6,004</b>
	<b>Total Employee Costs</b>	<b>18,923</b>	<b>19,964</b>	<b>19,367</b>	<b>19,440</b>	<b>10,231</b>	<b>16,361</b>	<b>16,361</b>	<b>16,361</b>	<b>16,361</b>	<b>3,078</b>	<b>15.83%</b>	<b>16,689</b>	<b>16,689</b>	<b>16,689</b>	<b>16,689</b>
<b>Contractual:</b>																
6401	Contracts	7,350	7,831	8,500	15,374	14,949	4,100	4,100	4,100	4,100	11,274	73.33%	4,100	4,100	4,100	4,100
6403	Gasoline	115,000	94,457	115,000	100,652	78,228	115,000	115,000	115,000	115,000	(14,348)	(14.26%)	115,000	115,000	115,000	115,000
6404	Electric	20,000	22,089	20,000	20,000	16,631	23,000	23,000	23,000	23,000	(3,000)	(15.00%)	23,000	23,000	23,000	23,000
6407	Repair Building	2,450	10,281	2,450	2,650	2,441	5,000	5,000	5,000	5,000	(2,350)	(88.68%)	5,000	5,000	5,000	5,000
6420	Other	6,860	5,230	6,860	6,548	4,522	6,000	6,000	6,000	6,000	548	8.37%	6,000	6,000	6,000	6,000
6421	Legal Notices	0	0	0	0	0	500	500	500	500	(500)	(100.00%)	500	500	500	500
6423	Small Equipment (Non-Capital)	735	0	735	7,721	5,165	0	0	0	0	7,721	100.00%	0	0	0	0
6425	Office Supplies	147	80	147	147	110	100	100	100	100	47	31.97%	100	100	100	100
6426	Supplies - Other	1,960	1,684	1,960	2,560	2,325	1,960	1,960	1,960	1,960	600	23.44%	1,960	1,960	1,960	1,960
6441	Diesel Fuel	12,000	11,921	12,000	12,000	10,558	12,000	12,000	12,000	12,000	0	0.00%	12,000	12,000	12,000	12,000
6445	Food	980	0	980	907	229	980	980	980	980	(73)	(8.05%)	980	980	980	980
6455	Depreciation	0	172,785	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
6466	Telephone - Wireless	500	462	500	500	296	500	500	500	500	0	0.00%	500	500	500	500
	<b>Total Contractual</b>	<b>167,982</b>	<b>326,818</b>	<b>169,132</b>	<b>169,059</b>	<b>135,455</b>	<b>169,140</b>	<b>169,140</b>	<b>169,140</b>	<b>169,140</b>	<b>(81)</b>	<b>(0.05%)</b>	<b>169,140</b>	<b>169,140</b>	<b>169,140</b>	<b>169,140</b>



# Department Summary

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*Department: East Quogue Marina*

**Budget Year:** 2016

**Division:** Parks & Recreation Department

**Tax District:** East Quogue Marina

**Cost Center #:** 7183

**Manager:** Chris Bean

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**NOTES:**

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## **Departmental Mission & Responsibilities:**

The Parks and Recreation East Quogue Marina Division maintains and improves the eleven (11)-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:**

1. Obtain a DEC permit to remove three of four cottages on the site and establish a gravel parking area for the marina, as well as for boat trailers using the Bay Avenue ramp.
2. Investigate alternative plans for the East Quogue Historical Society to allow for the removal of the apartment building on site.

## **Legal Authority:**

Pursuant to Town Board Resolution.

# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Total Benefits	Total Comp. & Benefits	TFS Srv 1/1/16	Alloc. %
<b>Parks &amp; Recreation Department</b>									
<b>Docks &amp; Marinas</b>									
<b>East Quogue Marina - 7183</b>									
Maintenance Mechanic II*	CSEA40HOUR - 7-1-2010 / D / 3	4,790	0	0	4,790	3,697	8,487	2.8	10.0
<b>Total East Quogue Marina - 7183</b>		<b>4,790</b>	<b>0</b>	<b>0</b>	<b>4,790</b>	<b>3,697</b>	<b>8,487</b>		

\*Employee split across Docks & Marinas and Parks Maintenance

**NOTES:**

**Town of Southampton**  
**2016 Adopted Budget**  
**East Quogue Marina - 7183**

Account Code	Description	2014 Adopted Budget	2014 Actual	2015 Adopted Budget	2015 Amended Budget	2015 Oct YTD Actual	2016 Requested Budget	2016 Tentative Budget	2016 Preliminary Budget	2016 Adopted Budget	2016 Adopted / 2015 Amended Difference	2016 Adopted / 2015 % of Change	2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget
<b>Other Revenue:</b>																
1201	Interest And Earnings	0	30	0	0	39	0	0	0	0	0	0.00%	0	0	0	0
2412	East Quogue Marina Rental	16,000	12,900	16,000	16,000	11,641	16,000	16,000	16,000	16,000	0	0.00%	16,000	16,000	16,000	16,000
2701	Miscellaneous Tax Receipts	0	0	0	0	41	0	0	0	0	0	0.00%	0	0	0	0
<b>Total Other Revenue</b>		16,000	12,930	16,000	16,000	11,721	16,000	16,000	16,000	16,000	0	0.00%	16,000	16,000	16,000	16,000
<b>Total Revenue</b>		<b>16,000</b>	<b>12,930</b>	<b>16,000</b>	<b>16,000</b>	<b>11,721</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>0</b>	<b>0.00%</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>
<b>Salaries:</b>																
6100	Salaries	4,455	4,482	4,581	4,581	3,861	4,790	4,790	4,790	4,790	(209)	(4.57%)	4,956	4,956	4,956	4,956
<b>Total Salaries</b>		4,455	4,482	4,581	4,581	3,861	4,790	4,790	4,790	4,790	(209)	(4.57%)	4,956	4,956	4,956	4,956
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	575	855	756	805	718	800	800	800	800	5	0.61%	828	828	828	828
6830	FICA Tax Expenditure	341	327	350	350	280	366	366	366	366	(16)	(4.57%)	379	379	379	379
6835	MTA Tax	15	15	16	16	12	16	16	16	16	(1)	(4.56%)	17	17	17	17
6840	Worker's Compensation	294	233	302	302	230	316	316	316	316	(14)	(4.57%)	327	327	327	327
6860	Medical Insurance - Active Employees	1,962	1,865	1,932	1,932	1,626	2,065	2,065	2,065	2,065	(133)	(6.89%)	2,065	2,065	2,065	2,065
6865	Dental & Optical	130	2	130	130	0	130	130	130	130	0	0.00%	130	130	130	130
6875	Disability	3	0	3	3	0	3	3	3	3	0	0.00%	3	3	3	3
<b>Total Employee Benefits - Current</b>		3,320	3,296	3,489	3,538	2,866	3,697	3,697	3,697	3,697	(159)	(4.49%)	3,749	3,749	3,749	3,749
<b>Total Employee Costs</b>		<b>7,774</b>	<b>7,778</b>	<b>8,070</b>	<b>8,119</b>	<b>6,727</b>	<b>8,487</b>	<b>8,487</b>	<b>8,487</b>	<b>8,487</b>	<b>(368)</b>	<b>(4.53%)</b>	<b>8,705</b>	<b>8,705</b>	<b>8,705</b>	<b>8,705</b>
<b>Contractual:</b>																
6401	Contracts	0	131	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
6404	Electric	3,988	1,973	3,496	3,496	1,608	2,500	2,500	2,500	2,500	996	28.49%	2,500	2,500	2,500	2,500
6406	Repair Equipment	1,934	1,122	1,934	1,934	1,060	2,500	2,500	2,500	2,500	(566)	(29.27%)	2,500	2,500	2,500	2,500
6407	Repair Building	2,304	2,260	2,500	2,451	373	2,313	2,313	2,313	2,313	138	5.63%	2,095	2,095	2,095	2,095
6421	Legal Notices	0	0	0	0	0	200	200	200	200	(200)	(100.00%)	200	200	200	200
6455	Depreciation	0	1,847	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
<b>Total Contractual</b>		8,226	7,333	7,930	7,881	3,040	7,513	7,513	7,513	7,513	368	4.67%	7,295	7,295	7,295	7,295
<b>Total Expenditures</b>		<b>16,000</b>	<b>15,111</b>	<b>16,000</b>	<b>16,000</b>	<b>9,768</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>0</b>	<b>0.00%</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>
<b>Net Surplus (Deficit)</b>		<b>0</b>	<b>(2,181)</b>	<b>0</b>	<b>0</b>	<b>1,953</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Department Summary

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*Department: Pine Neck Marina*

**Budget Year:** 2016

**Division:** Parks & Recreation Department

**Tax District:** Pine Neck Marina

**Cost Center #:** 7184

**Manager:** Chris Bean

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## **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 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:**

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**NOTES:**

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# Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Total Benefits	Total Comp. & Benefits	TTS Srv 1/1/16	Alloc. %
<b>Parks &amp; Recreation Department</b>									
<b>Docks &amp; Marinas</b>									
<b>Pine Neck Marina - 7184</b>									
Maintenance Mechanic II*	CSEA40HOUR - 7-1-2010 / D / 3	4,790	0	0	4,790	3,697	8,487	2.8	10.0
<b>Total Pine Neck Marina - 7184</b>		<b>4,790</b>	<b>0</b>	<b>0</b>	<b>4,790</b>	<b>3,697</b>	<b>8,487</b>		

\*Employee split across Docks & Marinas and Parks Maintenance

**NOTES:**

**Town of Southampton**  
**2016 Adopted Budget**  
**Pine Neck Marina - 7184**

Account Code	Description	2014 Adopted Budget	2014 Actual	2015 Adopted Budget	2015 Amended Budget	2015 Oct YTD Actual	2016 Requested Budget	2016 Tentative Budget	2016 Preliminary Budget	2016 Adopted Budget	2016 Adopted / 2015 Amended Difference	2016 Adopted / 2015 Amended % of Change	2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget
<b>Other Revenue:</b>																
1201	Interest And Earnings	0	181	0	0	231	100	100	100	100	100	100.00%	100	100	100	100
2411	Rentals - Dockage/Storage	32,000	30,943	32,000	32,000	22,700	30,000	30,000	30,000	30,000	(2,000)	(6.25%)	30,000	30,000	30,000	30,000
	<b>Total Other Revenue</b>	<b>32,000</b>	<b>31,124</b>	<b>32,000</b>	<b>32,000</b>	<b>22,931</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>	<b>(1,900)</b>	<b>(5.94%)</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>
	<b>Total Revenue</b>	<b>32,000</b>	<b>31,124</b>	<b>32,000</b>	<b>32,000</b>	<b>22,931</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>	<b>(1,900)</b>	<b>(5.94%)</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>
<b>Salaries:</b>																
6100	Salaries	4,455	4,482	4,581	4,581	3,861	4,790	4,790	4,790	4,790	(209)	(4.57%)	4,956	4,956	4,956	4,956
	<b>Total Salaries</b>	<b>4,455</b>	<b>4,482</b>	<b>4,581</b>	<b>4,581</b>	<b>3,861</b>	<b>4,790</b>	<b>4,790</b>	<b>4,790</b>	<b>4,790</b>	<b>(209)</b>	<b>(4.57%)</b>	<b>4,956</b>	<b>4,956</b>	<b>4,956</b>	<b>4,956</b>
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	575	855	756	805	718	800	800	800	800	5	0.61%	828	828	828	828
6830	FICA Tax Expenditure	341	327	350	350	280	366	366	366	366	(16)	(4.57%)	379	379	379	379
6835	MTA Tax	15	15	16	16	12	16	16	16	16	(1)	(4.56%)	17	17	17	17
6840	Worker's Compensation	294	233	302	302	230	316	316	316	316	(14)	(4.57%)	327	327	327	327
6860	Medical Insurance - Active Employees	1,962	1,865	1,932	1,932	1,626	2,065	2,065	2,065	2,065	(133)	(6.89%)	2,065	2,065	2,065	2,065
6865	Dental & Optical	130	2	130	130	0	130	130	130	130	0	0.00%	130	130	130	130
6875	Disability	3	0	3	3	0	3	3	3	3	0	0.00%	3	3	3	3
	<b>Total Employee Benefits - Current</b>	<b>3,320</b>	<b>3,296</b>	<b>3,489</b>	<b>3,538</b>	<b>2,866</b>	<b>3,697</b>	<b>3,697</b>	<b>3,697</b>	<b>3,697</b>	<b>(159)</b>	<b>(4.49%)</b>	<b>3,749</b>	<b>3,749</b>	<b>3,749</b>	<b>3,749</b>
	<b>Total Employee Costs</b>	<b>7,774</b>	<b>7,778</b>	<b>8,070</b>	<b>8,119</b>	<b>6,727</b>	<b>8,487</b>	<b>8,487</b>	<b>8,487</b>	<b>8,487</b>	<b>(368)</b>	<b>(4.53%)</b>	<b>8,705</b>	<b>8,705</b>	<b>8,705</b>	<b>8,705</b>
<b>Contractual:</b>																
6401	Contracts	5,000	0	5,000	5,000	0	0	0	0	0	5,000	100.00%	0	0	0	0
6404	Electric	2,566	2,763	2,290	2,290	1,140	3,000	3,000	3,000	3,000	(710)	(31.00%)	3,000	3,000	3,000	3,000
6406	Repair Equipment	7,350	0	7,350	7,350	1,596	10,000	10,000	10,000	10,000	(2,650)	(36.05%)	10,000	10,000	10,000	10,000
6407	Repair Building	4,900	1,769	4,900	4,851	179	8,213	8,213	8,213	8,213	(3,362)	(69.30%)	7,995	7,995	7,995	7,995
6421	Legal Notices	490	0	490	490	0	400	400	400	400	90	18.37%	400	400	400	400
6423	Small Equipment (Non-Capital)	3,920	0	3,900	3,900	0	0	0	0	0	3,900	100.00%	0	0	0	0
	<b>Total Contractual</b>	<b>24,226</b>	<b>4,532</b>	<b>23,930</b>	<b>23,881</b>	<b>2,915</b>	<b>21,613</b>	<b>21,613</b>	<b>21,613</b>	<b>21,613</b>	<b>2,268</b>	<b>9.50%</b>	<b>21,395</b>	<b>21,395</b>	<b>21,395</b>	<b>21,395</b>
	<b>Total Expenditures</b>	<b>32,000</b>	<b>12,310</b>	<b>32,000</b>	<b>32,000</b>	<b>9,642</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>	<b>1,900</b>	<b>5.94%</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>18,813</b>	<b>0</b>	<b>0</b>	<b>13,289</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Department Summary

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*Department: Poxabogue Golf Course*

**Budget Year:** 2016

**Division:** Parks & Recreation Department

**Tax District:** Poxabogue Golf Course

**Cost Center #:** 7181

**Manager:** Chris Bean

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**NOTES:**

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## **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.

## **Workload:**

This facility, located in the Village of Sagaponack, is currently operated under a Management Agreement. 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

## 2016 Adopted Budget

### Poxabogue Golf Course - 7181

Account Code	Description	2014 Adopted Budget	2014 Actual	2015 Adopted Budget	2015 Amended Budget	2015 Oct YTD Actual	2016 Requested Budget	2016 Tentative Budget	2016 Preliminary Budget	2016 Adopted Budget	2016 Adopted / 2015 Amended Difference	2016 Adopted / 2015 Amended % of Change	2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget
<b>Other Revenue:</b>																
1201	Interest And Earnings	0	933	0	0	962	1,000	1,000	1,000	1,000	1,000	100.00%	1,000	1,000	1,000	1,000
2011	Rentals	129,500	133,592	150,500	150,500	123,186	155,000	155,000	155,000	155,000	4,500	2.99%	157,420	157,420	157,420	157,420
2012	Green Fees	0	940	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
2701	Miscellaneous Tax Receipts	0	105	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
<b>Total Other Revenue</b>		129,500	135,570	150,500	150,500	124,148	156,000	156,000	156,000	156,000	5,500	3.65%	158,420	158,420	158,420	158,420
<b>Total Revenue</b>		<b>129,500</b>	<b>135,570</b>	<b>150,500</b>	<b>150,500</b>	<b>124,148</b>	<b>156,000</b>	<b>156,000</b>	<b>156,000</b>	<b>156,000</b>	<b>5,500</b>	<b>3.65%</b>	<b>158,420</b>	<b>158,420</b>	<b>158,420</b>	<b>158,420</b>
<b>Employee Benefits - Current:</b>																
6875	Disability	0	0	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
<b>Total Employee Benefits - Current</b>		0	0	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
<b>Total Employee Costs</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Contractual:</b>																
6404	Electric	0	4,362	7,000	11,500	6,441	6,000	6,000	6,000	6,000	5,500	47.83%	6,000	6,000	6,000	6,000
6405	Fuel Oil	0	5,924	5,000	6,500	5,254	8,000	8,000	8,000	8,000	(1,500)	(23.08%)	8,000	8,000	8,000	8,000
6407	Repair Building	0	4,914	10,000	31,000	1,923	21,000	21,000	21,000	21,000	10,000	32.26%	23,420	23,420	23,420	23,420
6415	Telephone	0	432	1,000	1,000	18	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000
6420	Other	20,000	1,548	20,000	17,500	17,285	20,000	20,000	20,000	20,000	(2,500)	(14.29%)	20,000	20,000	20,000	20,000
6455	Depreciation	0	24,688	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
6499	Contingent	109,500	0	7,500	0	0	0	0	0	0	0	0.00%	0	0	0	0
<b>Total Contractual</b>		129,500	41,868	50,500	67,500	30,920	56,000	56,000	56,000	56,000	11,500	17.04%	58,420	58,420	58,420	58,420
<b>Debt Service:</b>																
6900	Interfund Transfer Expense	0	0	100,000	100,000	100,000	100,000	100,000	100,000	100,000	0	0.00%	100,000	100,000	100,000	100,000
<b>Total Debt Service</b>		0	0	100,000	100,000	100,000	100,000	100,000	100,000	100,000	0	0.00%	100,000	100,000	100,000	100,000
<b>Total Expenditures</b>		<b>129,500</b>	<b>41,868</b>	<b>150,500</b>	<b>167,500</b>	<b>130,920</b>	<b>156,000</b>	<b>156,000</b>	<b>156,000</b>	<b>156,000</b>	<b>11,500</b>	<b>6.87%</b>	<b>158,420</b>	<b>158,420</b>	<b>158,420</b>	<b>158,420</b>
<b>Net Surplus (Deficit)</b>		<b>0</b>	<b>93,702</b>	<b>0</b>	<b>(17,000)</b>	<b>(6,772)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Appropriated Fund Balance:</b>																
9090	Appropriated Fund Balance	0	0	0	17,000	0	0	0	0	0	0		0	0	0	0
<b>Net Surplus (Deficit)</b>		<b>0</b>	<b>93,702</b>	<b>0</b>	<b>0</b>	<b>(6,772)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Department Summary

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*Department: Shinnecock Commercial Dock*

**Budget Year:** 2016

**Division:** Parks & Recreation Department

**Tax District:** Full Town

**Cost Center #:** 6420

**Manager:** Chris Bean

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**NOTES:**

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## **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 dredging program, once DEC permit is obtained.
2. Determine the feasibility of allowing fuel, fish and ice to be moved over the dock.

## **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	Total Benefits	Total Comp. & Benefits	Trs Srv 1/1/16	Alloc. %
<b>Parks &amp; Recreation Department</b>									
<b>Docks &amp; Marinas</b>									
<b>Shinnecock Commercial Dock - 6420</b>									
Maintenance Mechanic II*	CSEA40HOUR - 7-1-2010 / D / 3	7,185	0	0	7,185	5,545	12,731	2.8	15.0
<b>Total Shinnecock Commercial Dock - 6420</b>		<b>7,185</b>	<b>0</b>	<b>0</b>	<b>7,185</b>	<b>5,545</b>	<b>12,731</b>		

\*Employee split across Docks & Marinas and Parks Maintenance

**NOTES:**

# Town of Southampton

## 2016 Adopted Budget

### Shinnecock Commercial Dock - 6420

Account Code	Description	2014 Adopted Budget	2014 Actual	2015 Adopted Budget	2015 Amended Budget	2015 Oct YTD Actual	2016 Requested Budget	2016 Tentative Budget	2016 Preliminary Budget	2016 Adopted Budget	2016 Adopted / 2015 Amended Difference	2016 Adopted / 2015 Amended % of Change	2017 Requested Budget	2017 Tentative Budget	2017 Preliminary Budget	2017 Adopted Budget
<b>Other Revenue:</b>																
2413	Shinnecock Commercial Dock Rental	37,000	45,681	37,000	37,000	49,958	37,000	37,000	37,000	37,000	0	0.00%	37,000	37,000	37,000	37,000
	<b>Total Other Revenue</b>	37,000	45,681	37,000	37,000	49,958	37,000	37,000	37,000	37,000	0	0.00%	37,000	37,000	37,000	37,000
	<b>Total Revenue</b>	<b>37,000</b>	<b>45,681</b>	<b>37,000</b>	<b>37,000</b>	<b>49,958</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>	<b>0</b>	<b>0.00%</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>
<b>Salaries:</b>																
6100	Salaries	6,682	6,723	6,871	6,871	5,791	7,185	7,185	7,185	7,185	(314)	(4.57%)	7,435	7,435	7,435	7,435
	<b>Total Salaries</b>	6,682	6,723	6,871	6,871	5,791	7,185	7,185	7,185	7,185	(314)	(4.57%)	7,435	7,435	7,435	7,435
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	862	1,283	1,134	1,207	1,077	1,200	1,200	1,200	1,200	7	0.57%	1,242	1,242	1,242	1,242
6830	FICA Tax Expenditure	511	490	526	526	420	550	550	550	550	(24)	(4.57%)	569	569	569	569
6835	MTA Tax	23	22	23	23	19	24	24	24	24	(1)	(4.58%)	25	25	25	25
6840	Worker's Compensation	440	350	453	453	345	473	473	473	473	(21)	(4.57%)	490	490	490	490
6860	Medical Insurance - Active Employees	2,943	2,797	2,898	2,898	2,439	3,098	3,098	3,098	3,098	(200)	(6.89%)	3,098	3,098	3,098	3,098
6865	Dental & Optical	196	3	196	196	0	196	196	196	196	0	0.00%	196	196	196	196
6875	Disability	4	0	4	4	0	4	4	4	4	0	0.00%	4	4	4	4
	<b>Total Employee Benefits - Current</b>	4,980	4,944	5,234	5,307	4,299	5,545	5,545	5,545	5,545	(239)	(4.50%)	5,623	5,623	5,623	5,623
	<b>Total Employee Costs</b>	<b>11,661</b>	<b>11,667</b>	<b>12,105</b>	<b>12,178</b>	<b>10,091</b>	<b>12,731</b>	<b>12,731</b>	<b>12,731</b>	<b>12,731</b>	<b>(553)</b>	<b>(4.54%)</b>	<b>13,058</b>	<b>13,058</b>	<b>13,058</b>	<b>13,058</b>
<b>Contractual:</b>																
6401	Contracts	1,960	946	2,000	1,927	348	1,500	1,500	1,500	1,500	427	22.16%	1,500	1,500	1,500	1,500
6404	Electric	3,500	5,150	3,500	5,000	3,803	6,000	6,000	6,000	6,000	(1,000)	(20.00%)	6,000	6,000	6,000	6,000
6405	Fuel Oil	1,600	1,501	1,800	1,800	660	1,800	1,800	1,800	1,800	0	0.00%	1,800	1,800	1,800	1,800
6406	Repair Equipment	1,960	870	2,000	2,000	599	2,000	2,000	2,000	2,000	0	0.00%	2,000	2,000	2,000	2,000
6407	Repair Building	490	406	500	500	497	500	500	500	500	0	0.00%	500	500	500	500
6499	Contingent	15,829	0	15,095	13,595	0	12,469	12,469	12,469	12,469	1,126	8.28%	12,142	12,142	12,142	12,142
	<b>Total Contractual</b>	25,339	8,872	24,895	24,822	5,907	24,269	24,269	24,269	24,269	553	2.23%	23,942	23,942	23,942	23,942
<b>Debt Service:</b>																
6900	Interfund Transfer Expense	0	75,000	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
	<b>Total Debt Service</b>	0	75,000	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
	<b>Total Expenditures</b>	<b>37,000</b>	<b>95,540</b>	<b>37,000</b>	<b>37,000</b>	<b>15,998</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>	<b>0</b>	<b>0.00%</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>(49,859)</b>	<b>0</b>	<b>0</b>	<b>33,960</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>