

**OPEN SPACE ADVISORY COMMITTEE
STAFF REPORT**

MEETING DATE: February 27, 2012

AGENDA ITEM NUMBER: 3E

STAFF: Juan F. Guzman, Open Space Manager

REQUEST: For possible action to accept the budget recap report for the months of December 2011, January 2012, and up to February 17, 2012.

GENERAL DISCUSSION: Attached for your review please find the Budget Recap Report prepared by the Parks and Recreation Department Administrative Assistant Daria Petrenko.

Please be aware that the categories of Salaries and Wages and Employee Benefits are managed by the Finance Department. The remainder of the accounts are managed by staff under the direction of the committee. Staff would like to highlight the line entitled Land Acquisition (7401). The current balance approximates \$494,196 after the Bently acquisition. Please do not hesitate to ask any questions you may have.

RECOMMENDED ACTION: Move to accept the budget recap report for the months of December 2011, January 2012, and up to February 17, 2012.

Q18 OPEN SPACE
BUDGET RECAP.
254-5047-452 FY 11/12

<u>ACCOUNT NUMBER</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>	<u>PERCENT EXPENDED</u>
SALARIES 0101	\$187,337.00	\$103,259.58	\$84,077.42	55.12%
HOURLY/SEASONAL 0102	\$25,000.00	\$32,200.06	-\$7,200.06	128.80%
ADMINISTRATIVE PAY 0103	\$0.00	\$0.00	\$0.00	#DIV/0!
SHIFT DIFFERENTIAL 0104	\$0.00	\$100.34	-\$100.34	
MANAGEMENT LEAVE 0106	\$0.00	\$3,269.40	-\$3,269.40	#DIV/0!
ANNUAL LEAVE 0107	\$0.00	\$0.00	\$0.00	#DIV/0!
SICK LEAVE 0108	\$0.00	\$0.00	\$0.00	#DIV/0!
OVERTIME 0111	\$0.00	\$259.32	-\$259.32	#DIV/0!
CALL BACK PAY 0112	\$0.00	\$0.00	\$0.00	#DIV/0!
STANDBY 0113	\$0.00	\$0.00	\$0.00	#DIV/0!
FLSA 0114	\$0.00	\$4.27	-\$4.27	#DIV/0!
SALARIES AND WAGES TOTAL	\$212,337.00	\$139,092.97	\$73,244.03	65.51%
			\$73,244.03	
MEDICARE 0225	\$3,116.00	\$1,571.34	\$1,544.66	50.43%
RETIREMENT 0230	\$43,356.00	\$24,808.75	\$18,547.25	57.22%
GROUP INSURANCE 0240	\$24,726.00	\$13,630.10	\$11,095.90	55.12%
DISABILITY INSURANCE 0242	\$277.00	\$161.34	\$115.66	58.25%
WORKERS COMP. 0250	\$3,795.00	\$1,049.92	\$2,745.08	27.67%
EDUCATION INCENTIVE 0260	\$0.00	\$0.00	\$0.00	#DIV/0!
FOUL WEATHER ALLOWANCE 0266	\$15.00	\$30.00	-\$15.00	200.00%
CAR ALLOWANCE 0270	\$4,497.00	\$2,587.50	\$1,909.50	57.54%
PHONE ALLOWANCE 0271	\$1,509.00	\$836.50	\$672.50	55.43%
EMPLOYEE BENEFITS TOTAL	\$81,291.00	\$44,675.45	\$36,615.55	54.96%
PROFESSIONAL SERVICES 0309	\$60,000.00	\$27,305.00	\$32,695.00	45.51%
TRAINING 0330	\$3,000.00	\$1,826.00	\$1,174.00	60.87%
CONTRACTUAL SERVICE 0349	\$15,000.00	\$4,440.00	\$10,560.00	29.60%
UNEMPLOYMENT COMPENSATION 0362	\$0.00	\$0.00	\$0.00	#DIV/0!
VEHICLE REPAIR & MAINT. 0435	\$0.00	\$0.00	\$0.00	#DIV/0!
OFFICE EQUIPMENT RENTAL 0444	\$0.00	\$0.00	\$0.00	#DIV/0!
MAINTENANCE/MANAGEMENT 0450	\$176,595.00	\$34,631.22	\$141,963.78	19.61%

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added \$100K + (\$76,595.00 FY 11/12)

FIRE SUPPRESSION 0451	\$100,000.00	\$0.00	\$100,000.00	0.00%
HORSECREEK STEWARDSHIP/MAN. 0452	\$47,875.00	\$1,400.00	\$46,475.00	2.92%
PRINTING/ADVERTISING 0542	\$500.00	\$25.95	\$474.05	5.19%
MEMBERSHIP/PUBLICATIONS 0545	\$1,000.00	\$341.00	\$659.00	34.10%
TRAVEL 0580	\$5,375.00	\$3,936.31	\$1,438.69	73.23%
OFFICE SUPPLIES 0601	\$4,000.00	\$2,376.43	\$1,623.57	59.41%
POSTAGE/SHIPPING 0602	\$500.00	\$98.00	\$402.00	19.60%
OPERATING SUPPLIES 0625	\$2,000.00	\$1,233.33	\$766.67	61.67%
BOOKS/PERIODICALS 0645	\$250.00	\$0.00	\$250.00	0.00%
VEHICLE FUEL 0660	\$1,000.00	\$574.74	\$425.26	57.47%
SMALL FURNISHINGS 0675	\$0.00	\$0.00	\$0.00	#DIV/0!
DONATIONS/TRAILS 0688	\$0.00	\$0.00	\$0.00	#DIV/0!
TELEPHONE 0710	\$1,500.00	\$52.99	\$1,447.01	3.53%
ISC GENERAL FUND 0901	\$35,262.00	\$0.00	\$35,262.00	0.00%
FLEET MANAGEMENT 0950	\$3,096.00	\$1,548.00	\$1,548.00	50.00%
 SERVICE AND SUPPLIES	 \$456,953.00	 \$79,788.97	 \$377,164.03	 17.46%
 SNPLMA-FUELS REDUCTION 1220	 \$372,626.00	 \$2,300.00	 \$370,326.00	 0.62%
PED & EQUESTRIAN BRIDGE 6502	\$50,000.00	\$40,923.75	\$9,076.25	81.85%
USDA-NRCS#68-9327-10-13 6590	\$301,314.00	\$300,696.80	\$617.20	99.80%
LAND ACQUISITION 7401	\$1,374,624.00	\$880,427.37	\$494,196.63	64.05%
added \$57,750.00 + \$1,316,873.50				
LANDS BILL 7405	\$534,288.00	\$9,690.68	\$524,597.32	1.81%
LANDS BILL CONVEYANCE 0305	\$0.00	\$20,951.00	-\$20,951.00	#DIV/0!
SNPLMA-BENTLEY ACQUISITION 7406	\$656,200.00	\$556,940.02	\$99,259.98	84.87%
 CAPITAL OUTLAY TOTAL	 \$3,289,052.00	 \$1,811,929.62	 \$1,477,122.38	 55.09%
 GRAND TOTAL	 \$4,039,633.00	 \$2,075,487.01	 \$1,964,145.99	 51.38%
 USDA-NRCS FIRE 68-932710-13 254-0000-331-1590	 \$ 301,314.00	 \$ 261,011.50	 \$40,302.50	

USDI-SNPLMA FUELS REDUCTION

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254-0000-331-7320 \$ 372,626.00 \$ - \$372,626.00

USDI-SNPLMA BENTLY
 254-0000-331-7306 \$ 656,200.00 \$ 513,900.00 \$142,300.00

SELECTIVE SALES & USE TAX	<u>PROPOSED</u>		
254-0000-314-2500	\$ 1,768,282.00		
20% - 254-5012-452	\$ 353,656.00		
40% - 254-5046-452	\$ 707,313.00		
40% - 254-5047-452	\$ 707,313.00	% OF FY 11/12	63.56%

BOLD ARE CARRYOVERS