

2022 ORGANIZATIONAL CHART PARKS & RECREATION

Main Line: 728-8585
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DIRECTOR PARKS AND RECREATION
Kristen Doulos

ASSISTANT TOWN PARKS DIRECTOR

ASSISTANT SUPERINTENDENT OF RECREATION I

PARKS MAINTENANCE SUPERVISOR

BEACHES

OFFICE ASSISTANT
BEACH OPERATIONS (P/T)

CHIEF LIFEGUARDS

LIFEGUARDS

BEACH MANAGERS

BEACH ATTENDANTS

RECREATION

RECREATION PROGRAM
PLANNER (P/T)

SEASONAL & PART TIME
RECREATION
PROGRAM STAFF

ADMINISTRATION

SENIOR
ACCOUNT CLERK TYPIST

ACCOUNT CLERK TYPIST

OFFICE ASSISTANT

OFFICE ASSISTANT (P/T)

PARK ATTENDANTS (PT)

CAPITAL PROJECTS

BIDS AND
CONTRACTS

**PARKS DISTRICTS
PARKING DISTRICT**

POXABOGUE
GOLF COURSE

PARK MAINTENANCE

STREET LIGHTING

SENIOR
OFFICE ASSISTANT

CREW LEADER

FULL TIME & PART TIME
PARKS MAINTENANCE STAFF

DOCKS & MARINAS

DOCK MANAGER

PARKS & RECREATION ADMIN - SUMMARY

Department: Parks & Recreation Admin

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 7020

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

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

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

Workload:

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

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

Department Summary

Department: Parks & Recreation Admin

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 7020

Manager: Kristen Doulos

Goals & Objectives:

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

Legal Authority:

Established pursuant to General Municipal Law, Article 13.

NOTES:

2022 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
ALCOHOLIC BEVERAGE PERMITS ¹		
Pursuant to Chapter 111 of the Town Code (Beer & Wine Only. Max. 100 persons. Fee is in addition to Facility Use Permit Fee and Caterer Service Fee – if applicable. Certain restrictions apply.)	\$ 100 0- 25 people \$ 150 \$250 26- 75 people \$ 250 \$350 76-100 people	\$100 \$100
	Note: 100+ persons – Special Event Permit Necessary Required	Note: Special Event Permit May Be
BEACH PARKING PERMIT FEES	Fee	
Resident Full Season Parking Permit	\$ 40 \$50 per vehicle	\$10
Senior Resident Full Season Parking Permit	\$ 30 per vehicle	
Town Employee Parking Permit (1 per Employee)	\$ 75 per vehicle	
Non-resident Full Season Parking Permit	\$400 per vehicle	
Non-resident Daily Parking Permit	\$ 30 per vehicle	
Non-resident Marine Park Permit (May - Sept.)	\$ 100 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 (<i>Also known as:</i> Non-Resident \$ 75 <i>Our Night Fishing Permit</i>)	
Special Courtesy Parking Permit: (college/school/research programs)	No Charge	
Veterans/Fire/EMS Parking Permit	No Charge	

2022 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
BEACH FACILITY USE PERMITS ²	Fee	
Parking Lot Rental (Resident/Taxpayer 6p-11p)	\$600 \$1,000	\$400
Parking Lot Rental (Commercial/Film/Etc.)	TBD Upon Review of Application	
<u>Events/Fundraisers Not-for-Profit</u>	\$ 400 per 8-hour time frame + \$50 per each add'l hour	
<u>Commercial</u>	\$ 1600 per 8-hour time frame + \$50 per each add'l hour	\$ 1600 per 8-hour time frame + \$50 per each
	Note: 100+ persons – Special Event Permit Necessary Note: Special Event Permit May Be	
<u>Caterer service (Ins. Required - \$1M Liability w/ Town as additional insured)</u>	\$200-	\$ 200 1 - 25 people
(Fee is in addition to the Facility Use Permit Fee)		\$ 300 26 - 75 people
		\$ 400 76 - 100 people
<u>Event Planner / Set-Up (Ins. Required - \$1M Liability w/ Town as additional insured)</u>	\$300	\$300
(Fee is in addition to the Facility Use Permit Fee)	Security Deposit May be Required Refundable \$500	Security Deposit May be Required Refundable \$500
<u>“After Hours” (6 pm – 11 pm)</u>	\$ 50 0- 25 people	
Resident/taxpayer --	\$ 100 26- 75 people	
(Guests have Town beach parking permits)		
<u>“After Hours” (6 pm – 11 pm) - Parking Waivers Required</u>	\$ 150 0 – 75 people	\$ 150 1 - 25 people
Resident/taxpayer 0-100 people	\$ 200 76-100 people	\$ 200 26 - 75 people
(includes facility use permit and parking waivers for guests)		\$ 300 76 - 100 people
LATE FEE – LESS THAN 3 BUSINESS DAYS	\$50	
Re-Scheduling Fee(s)	\$50 \$50 (1st revision), \$100 (2nd revision), \$150 (3rd revision) Max of 3	\$50 (1st revision), \$100 (2nd revision), \$150 (3rd revision) Max of 3

2022 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
Local School Districts Beach use <u>without</u> restrooms (most facilities have porta lavs) - No swimming	\$ 0 Facility Use Permit Requested	
Beach use <u>with</u> restrooms – No swimming <u>prior to</u> July 1 st and <u>after</u> Labor Day	\$100 Town opens and closes – Facility Use Permit Requested	
Beach use <u>with</u> restrooms and lifeguards <u>prior to</u> July 1 st and <u>after</u> Labor Day	\$100 Facility Use Permit Requested, Insurance Certificate \$1M w/ TOS as “addt’l insured”	
	\$ 180 \$210 for 3 lifeguards and equipment, 3-hr min.	\$30
	\$ 60 \$70 per hr for each addt’l hr.	\$10
Beach use <u>with</u> restrooms and lifeguards July 1 st <u>through</u> Labor Day	\$ 0 Facility Use Permit Requested	
Tiana Beach Activity Center ²		
Resident/taxpayer for 5 hours	\$ 550 0-25 people \$800 1-75 people	\$800 1-75 people
(Maximum 150 guests - Parking at Tiana Beach)	\$ 750 26-75 people \$1200 76-150 people	\$1200 76-150 people
Certain restrictions apply	\$ 1000 76-150 people	
	Security Deposit Required – Refundable \$500	
Showing Fee (by appt. only)	\$75 per hour	\$75 per hour
SHOWMOBILE/EQUIPMENT FACILITY USE PERMITS	Fee	
Portable Stage Mobile (uncovered)	\$ 200 4 Hours + \$50 per each addt’l hour	
	\$ 125 Set-Up & Breakdown Fee	
Show Mobile (covered)	\$ 450 4 Hours + \$50 per each addt’l hour	
	\$ 50 Overtime per hour \$75 Staffing per hour	\$75 Staffing per hour
Additional Fees:	\$ 150 Generator (4hours + \$25 per each addt’l hour)	
	\$ 100 Mixing 2 Speakers & Microphones	
	\$ 150 Lights (4 hours + \$25 per each addt’l hour)	
(Additional charges may apply)	\$ 150 Bleachers (per day)	

2022 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
COMMERCIAL DOCK RATES		
Suffolk County Resident Annual Slip Rental	\$ 60 \$70 per foot	\$10
Transient Fee	\$ 1 per foot per day	
CONSCIENCE POINT MARINA RATES		
Fuel	AS DETERMINED BY COMPTROLLER	
Winter Storage (November 4 - 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 November 15)	\$ 140 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	\$ 75 per day - 30 feet or less \$ 125 per day - 31 feet or more	
EQ Marina (May 1 - October 31)	\$ 25 per day for electric hook-up \$ 110 per foot - 25 feet or less	
Pine Neck (April 15 - November 15)	\$ 25 per day for electric hook-up \$ 110 per foot - 30 feet or less	
Beaver Dam Creek Marina (May 1 - October 31)	\$ 25 per day for electric hook-up \$ 110 per foot - 25 feet or less	
Bishop's Marina (May 1 - October 31)	\$ 110 per foot - 25 feet or less	\$ 110 per foot - 25 feet or less
COMMERCIAL ENTERPRISE SERVICE PERMIT		
Pursuant to Chapter 111 of the Town Code (Permit Length — Seasonal to one (1) year certain restrictions apply)	Fee \$ 750 — \$1,500	

2022 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
CONCESSION RATES ³	MINIMUM FEE	
Flying Point Beach	\$4,000	
Foster Memorial Beach	\$1,500	
Mecox Beach	\$4,000	
Pikes Beach	\$3,000	
Red Creek Park	\$2,000	
Sagg Main Beach	\$4,000	
W. Scott Cameron Beach	\$1,500 \$1,000	(\$500)
Tiana Beach	\$2,500 \$5,000; w/ food truck add'l \$1,000	\$2,500; w/ food truck add'l \$1,000
Ponquogue Beach	\$25,000	
Hot Dog Beach	\$250	
Good Ground Park (Food Truck)	\$500 \$100 per event	\$100 per event
Good Ground Park (Ice Cream)	\$100 per event \$500	\$500
COMMERCIAL PHOTOGRAPHY FACILITY PERMITS	FEE	
Late Filing Fee (20 days or less from shoot date)	\$250	
Films/Photos w/ 0-25 people	\$350	
Films/Photos w/ 26-100 people	\$1,175	
Films/Photos w/ 101-200 people	\$1,600	
Per additional hour over 8 hours	\$50	
STUDENT FEE	\$90	
PROGRAM FEES (Subsidized)		
CPR	\$65	
Jr. Lifeguards	\$75 \$100	\$25
Lifeguard Training	\$100 Recertification \$200 Full	
Sailing	\$225 Youth \$250 Adult	
Soft Ball Leagues	\$150 Men's per Team \$100 Over 40 \$75 Women's Plus \$50 Per Non-Resident Individual	per Team
Swimming Lessons (Guppies)	\$20 \$25	\$5
Summer Fun	\$100 Individual / \$225 Family (of 3 or more)	

2022 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
SPORTS PROGRAM FEES	Cost of instruction + Admin Overhead	
SPORTS PROGRAM FEES (Non-Resident)	Resident fee + \$20	
PARKS FACILITY USE PERMITS ²	Fee	
Parks Facility Use Permit for Events/Fundraisers	\$300 per 8 hour time frame + \$35 per each add'l hour Note: 100+ people – Special Event Permit Necessary Note: Special Event Permit May Be Required	
Commercial/Film/Etc.	TBD Upon Review of Application	
Corwith Ave. & Sayre Park Facility Use Permits		
Event Fee	\$ 2,500 per day (includes parking)	
Parking Only	\$ 600 per 8 hrs + \$50 per each add'l hour	
Security Deposit (Required)	\$ 2,500 - Refundable	
Caterer service	\$200	
(Fee is in addition to the Facility Use Permit Fee)		
Red Creek Park Activity Center	\$175 0 - 50 people	
Resident/taxpayer for 5 hours (Max. 100 guests)	\$200 \$225 51-100 people Cash Security Deposit Required – Refundable \$100	\$25
Red Creek Park Picnic Pavilion	\$100 0 - 50 people	
Resident/taxpayer for 5 hours (Max. 50 100 guests)	\$125 51-100 people	
Sports Fields/Sports Courts		
Ball fields: 1½ hours	\$ 25	
Ball field w/ lights: 2 hours	\$ 50	
Tournament Fees: w/ lights	\$175 per 8 hrs + \$10 per hr OT	
Basketball Courts: 2 hours	\$ 10 per court	
Hockey Rink: 2 hours	\$ 20	
Hockey Rink w/ lights: 2 hours	\$ 40	
Volleyball Court: 2 hours	\$ 10 per court	
Soccer Field	\$ 15 per hour	
Leagues (Additional Fees Apply)	TBD Upon Review of Application	

2022 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
Skate Park Memberships		
Annual Resident Individual	\$50	
Annual Resident Family	\$95 (2 members)	
	\$130 (3 members)	
Daily Resident Individual	\$5	
Annual Non-Resident Individual	\$60	
Daily Non-Resident Individual	\$10	
<i>(Discounts May Apply to Membership Fees – Inquire Within)</i>		
FOOTNOTES :		
1. Alcoholic Beverage Permits available for certain properties at certain times as determined by the Town Parks Director as per Chapter 283 of Town Code		
2. Rates for facility use permits may be reduced by the Town Parks Director or the Town Board for local not-for-profit groups when deemed appropriate for community benefit		
3. Town Parks Director authorized to pro-rate one-year agreements if appropriate to establish a vendor for a partial season		

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Parks & Recreation Department													
Parks & Recreation Admin													
Parks & Recreation Admin - 7020													
Town Parks Director	ADMINISTRATIVE	122,500	4,900	2,117	129,517	29,724	8,554	17,128	4,244	59,650	189,167	14.8	100.0
Account Clerk Typist	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 4	50,070	3,004	0	53,074	28,860	4,076	6,846	404	40,186	93,261	10.8	100.0
Office Assistant - Vacant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 3	45,508	0	0	45,508	28,860	3,496	5,872	360	38,587	84,095		100.0
Senior Account Clerk Typist	CSEA40HOUR-NEW / CSEA40HOUR-NEW - E / Step 6	60,823	4,866	0	65,689	28,860	5,044	8,473	491	42,869	108,558	18.8	100.0
Senior Office Assistant	CSEA40HOUR-NEW / CSEA40HOUR-NEW - D / Step 6	56,689	4,535	0	61,224	28,860	4,701	7,897	459	41,918	103,142	15.6	100.0
Office Assistant	PART-TIME	20,400	0	0	20,400	0	1,567	0	171	1,738	22,138		100.0
Office Assistant	PART-TIME	15,154	0	0	15,154	0	1,164	0	132	1,296	16,450		100.0
Office Assistant	SEASONAL	7,577	0	0	7,577	0	582	0	75	657	8,234		100.0
Total Parks & Recreation Admin - 7020		378,722	17,305	2,117	398,144	145,164	29,185	46,216	6,335	226,900	625,044		

NOTES:

Town of Southampton

2022 Adopted Budget

Parks & Recreation Admin - 7020

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget	
Real Property Taxes:																	
1001	Property Taxes	612,076	612,076	621,781	621,781	621,781	642,444	642,444	637,759	637,759	15,978	2.57%	653,480	653,480	653,480	653,480	
	Total Real Property Taxes	612,076	612,076	621,781	621,781	621,781	642,444	642,444	637,759	637,759	15,978	2.57%	653,480	653,480	653,480	653,480	
	Total Revenue	612,076	612,076	621,781	621,781	621,781	642,444	642,444	637,759	637,759	15,978	2.57%	653,480	653,480	653,480	653,480	
Salaries:																	
6100	Salaries	315,147	272,483	323,093	323,093	232,535	335,591	335,591	335,591	335,591	(12,498)	(3.87%)	343,689	343,689	343,689	343,689	
6103	Accumulated Sick/Personal Days	0	0	0	0	0	2,117	2,117	2,117	2,117	(2,117)	(100.00%)	2,117	2,117	2,117	2,117	
6105	Part Time Salaries	41,848	23,193	42,285	42,285	19,061	43,131	43,131	43,131	43,131	(846)	(2.00%)	43,994	43,994	43,994	43,994	
6110	Longevity	13,176	13,175	13,507	13,507	0	17,305	17,305	17,305	17,305	(3,798)	(28.12%)	17,597	17,597	17,597	17,597	
	Total Salaries	370,171	308,850	378,886	378,886	251,596	398,144	398,144	398,144	398,144	(19,259)	(5.08%)	407,396	407,396	407,396	407,396	
Employee Benefits - Current:																	
6810	Employee Retirement - Active	42,230	42,144	47,777	47,777	38,502	46,216	46,216	41,531	41,531	6,246	13.07%	47,307	47,307	47,307	47,307	
6830	FICA Tax Expenditure	28,111	22,479	28,369	28,369	18,470	29,185	29,185	29,185	29,185	(816)	(2.88%)	29,744	29,744	29,744	29,744	
6835	MTA Tax	1,291	1,006	1,304	1,304	802	1,370	1,370	1,370	1,370	(66)	(5.08%)	1,402	1,402	1,402	1,402	
6840	Worker's Compensation	9,442	7,276	4,614	4,614	3,597	4,824	4,824	4,824	4,824	(209)	(4.53%)	4,926	4,926	4,926	4,926	
6860	Medical Insurance - Active Employees	136,392	103,398	136,392	134,392	88,933	137,304	137,304	137,304	137,304	(2,912)	(2.17%)	137,304	137,304	137,304	137,304	
6865	Dental & Optical	6,900	5,550	6,900	6,900	4,843	7,860	7,860	7,860	7,860	(960)	(13.91%)	7,860	7,860	7,860	7,860	
6875	Disability	139	29	139	139	19	141	141	141	141	(2)	(1.38%)	141	141	141	141	
	Total Employee Benefits - Current	224,505	181,881	225,495	223,495	155,167	226,900	226,900	222,215	222,215	1,280	0.57%	228,683	228,683	228,683	228,683	
	Total Employee Costs	594,676	490,732	604,381	602,381	406,762	625,044	625,044	620,359	620,359	(17,978)	(2.98%)	636,080	636,080	636,080	636,080	
Contractual:																	
6401	Contracts	650	241	650	650	430	650	650	650	650	0	0.00%	650	650	650	650	
6404	Electric	3,800	3,436	3,800	3,800	2,721	3,800	3,800	3,800	3,800	0	0.00%	3,800	3,800	3,800	3,800	
6405	Fuel Oil	2,000	0	2,000	2,000	0	2,000	2,000	2,000	2,000	0	0.00%	2,000	2,000	2,000	2,000	
6410	Postage	600	188	600	600	518	600	600	600	600	0	0.00%	600	600	600	600	
6411	Printing and Stationery	200	0	200	200	0	200	200	200	200	0	0.00%	200	200	200	200	
6420	Other	5,500	6,000	5,500	8,300	6,971	5,500	5,500	5,500	5,500	2,800	33.73%	5,500	5,500	5,500	5,500	
6425	Office Supplies	1,700	1,618	1,700	1,700	1,674	1,700	1,700	1,700	1,700	0	0.00%	1,700	1,700	1,700	1,700	
6426	Supplies - Other	250	206	250	250	0	250	250	250	250	0	0.00%	250	250	250	250	
6466	Telephone - Wireless	1,700	1,382	1,700	1,700	849	1,700	1,700	1,700	1,700	0	0.00%	1,700	1,700	1,700	1,700	
6477	Copier Leases	1,000	120	1,000	200	42	1,000	1,000	1,000	1,000	(800)	(400.00%)	1,000	1,000	1,000	1,000	
	Total Contractual	17,400	13,191	17,400	19,400	13,205	17,400	17,400	17,400	17,400	2,000	10.31%	17,400	17,400	17,400	17,400	
	Total Expenditures	612,076	503,922	621,781	621,781	419,968	642,444	642,444	637,759	637,759	(15,978)	(2.57%)	653,480	653,480	653,480	653,480	
	Net Surplus (Deficit)	0	108,154	0	0	201,813	0	0	0	0			0	0	0	0	

RECREATION PROGRAMS ADMIN - SUMMARY

Department: Recreation Programs Admin

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 7021

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

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

Workload:

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

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

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

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

Goals & Objectives:

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

Legal Authority:

Established pursuant to General Municipal Law, Article 13.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Parks & Recreation Department													
Recreation													
Recreation Aide I	SEASONAL	2,715	0	0	2,715	0	210	0	53	262	2,978		100.0
Recreation Aide I	SEASONAL	2,715	0	0	2,715	0	210	0	53	262	2,978		100.0
Recreation Aide I	SEASONAL	2,715	0	0	2,715	0	210	0	53	262	2,978		100.0
Recreation Aide I	SEASONAL	2,715	0	0	2,715	0	210	0	53	262	2,978		100.0
Recreation Aide I	SEASONAL	2,715	0	0	2,715	0	210	0	53	262	2,978		100.0
Recreation Aide I	SEASONAL	2,715	0	0	2,715	0	210	0	53	262	2,978		100.0
Recreation Leader	SEASONAL	2,122	0	0	2,122	0	162	0	25	187	2,310		100.0
Recreation Aide I	SEASONAL	2,715	0	0	2,715	0	210	0	53	262	2,978		100.0
Recreation Aide II	SEASONAL	2,887	0	0	2,887	0	223	0	55	278	3,165		100.0
Recreation Aide II	SEASONAL	2,887	0	0	2,887	0	223	0	55	278	3,165		100.0
Recreation Aide I	SEASONAL	2,122	0	0	2,122	0	163	0	34	197	2,319		100.0
Recreation Aide I	SEASONAL	2,122	0	0	2,122	0	164	0	45	209	2,331		100.0
Recreation Aide II	SEASONAL	2,887	0	0	2,887	0	223	0	55	278	3,165		100.0
Recreation Aide II	SEASONAL	2,887	0	0	2,887	0	223	0	55	278	3,165		100.0
Recreation Aide II	SEASONAL	2,887	0	0	2,887	0	223	0	55	278	3,165		100.0
Total Recreation Programs Admin - 7021		255,539	0	0	255,539	28,860	19,834	11,001	5,409	65,104	320,642		

NOTES:

Town of Southampton

2022 Adopted Budget

Recreation Programs Admin - 7021

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	170,134	170,134	173,507	173,507	173,507	174,272	174,272	173,157	173,157	(350)	(0.20%)	181,625	181,625	181,625	181,625
	Total Real Property Taxes	170,134	170,134	173,507	173,507	173,507	174,272	174,272	173,157	173,157	(350)	(0.20%)	181,625	181,625	181,625	181,625
Other Revenue:																
2001	Program Fees	375,000	142,691	375,000	375,000	304,348	375,000	375,000	375,000	375,000	0	0.00%	375,000	375,000	375,000	375,000
3820	State Aid - Youth Programs,	6,000	4,500	6,000	6,000	4,500	6,000	6,000	6,000	6,000	0	0.00%	6,000	6,000	6,000	6,000
	Total Other Revenue	381,000	147,191	381,000	381,000	308,848	381,000	381,000	381,000	381,000	0	0.00%	381,000	381,000	381,000	381,000
	Total Revenue	551,134	317,325	554,507	554,507	482,355	555,272	555,272	554,157	554,157	(350)	(0.06%)	562,625	562,625	562,625	562,625
Salaries:																
6100	Salaries	82,446	3	84,941	84,941	44,754	83,050	83,050	83,050	83,050	1,891	2.23%	85,942	85,942	85,942	85,942
6105	Part Time Salaries	167,792	116,020	169,106	169,106	142,943	172,489	172,489	172,489	172,489	(3,382)	(2.00%)	175,938	175,938	175,938	175,938
	Total Salaries	250,238	116,023	254,048	254,048	187,697	255,539	255,539	255,539	255,539	(1,491)	(0.59%)	261,880	261,880	261,880	261,880
Employee Benefits - Current:																
6810	Employee Retirement - Active	10,801	10,779	12,257	12,257	9,878	11,001	11,001	9,886	9,886	2,372	19.35%	11,384	11,384	11,384	11,384
6830	FICA Tax Expenditure	19,582	9,178	19,718	19,718	14,326	19,834	19,834	19,834	19,834	(116)	(0.59%)	20,328	20,328	20,328	20,328
6835	MTA Tax	870	429	876	876	643	882	882	882	882	(5)	(0.58%)	904	904	904	904
6840	Worker's Compensation	5,742	4,424	3,707	3,707	2,889	3,733	3,733	3,733	3,733	(27)	(0.72%)	3,846	3,846	3,846	3,846
6860	Medical Insurance - Active Employees	27,108	(3)	27,108	27,108	3,870	27,288	27,288	27,288	27,288	(180)	(0.66%)	27,288	27,288	27,288	27,288
6865	Dental & Optical	1,380	35	1,380	1,380	484	1,572	1,572	1,572	1,572	(192)	(13.91%)	1,572	1,572	1,572	1,572
6875	Disability	783	96	783	783	109	794	794	794	794	(11)	(1.38%)	794	794	794	794
	Total Employee Benefits - Current	66,266	24,937	65,830	65,830	32,199	65,104	65,104	63,989	63,989	1,841	2.80%	66,115	66,115	66,115	66,115
	Total Employee Costs	316,504	140,960	319,877	319,877	219,896	320,642	320,642	319,527	319,527	350	0.11%	327,995	327,995	327,995	327,995
Contractual:																
6401	Contracts	34,130	3,009	34,130	34,130	10,220	34,130	34,130	34,130	34,130	0	0.00%	34,130	34,130	34,130	34,130
6410	Postage	6,500	240	6,500	6,500	245	6,500	6,500	6,500	6,500	0	0.00%	6,500	6,500	6,500	6,500
6411	Printing and Stationery	10,000	3,179	10,000	8,800	2,086	10,000	10,000	10,000	10,000	(1,200)	(13.64%)	10,000	10,000	10,000	10,000
6418	Uniforms	1,000	471	1,000	3,200	2,591	1,000	1,000	1,000	1,000	2,200	68.75%	1,000	1,000	1,000	1,000
6420	Other	8,000	4,281	8,000	7,000	2,314	8,000	8,000	8,000	8,000	(1,000)	(14.29%)	8,000	8,000	8,000	8,000
6470	Program Expenses	175,000	33,522	175,000	175,000	52,380	175,000	175,000	175,000	175,000	0	0.00%	175,000	175,000	175,000	175,000
	Total Contractual	234,630	44,702	234,630	234,630	69,836	234,630	234,630	234,630	234,630	0	0.00%	234,630	234,630	234,630	234,630
	Total Expenditures	551,134	185,662	554,507	554,507	289,731	555,272	555,272	554,157	554,157	350	0.06%	562,625	562,625	562,625	562,625
	Net Surplus (Deficit)	0	131,663	0	0	192,624	0	0	0	0			0	0	0	0

PARKS MAINTENANCE - SUMMARY

Department: Parks Maintenance

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 7110

Manager: Jon Erwin

NOTES:

Departmental Mission & Responsibilities:

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

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

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

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

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

Workload:

Department Summary

Department: Parks Maintenance

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 7110

Manager: Jon Erwin

NOTES:

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

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

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

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

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

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

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

Department Summary

Department: Parks Maintenance

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 7110

Manager: Jon Erwin

Goals & Objectives:

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

Legal Authority:

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

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Parks & Recreation Department													
Park Maintenance													
Parks Maintenance - 7110													
Town Maintenance Supervisor	ADMINISTRATIVE	100,000	5,000	3,601	108,601	29,724	8,241	14,351	3,477	55,793	164,394	27.9	100.0
Groundskeeper I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 6	47,460	0	2,658	50,118	1,572	3,946	6,628	1,655	13,801	63,919	4.8	100.0
Groundskeeper I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 6	47,460	0	0	47,460	13,536	3,743	6,286	1,646	25,211	72,671	4.6	100.0
Groundskeeper II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 8	52,576	2,103	0	54,679	28,860	4,307	7,234	1,828	42,230	96,908	8.8	100.0
Groundskeeper II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 8	52,576	2,103	0	54,679	14,868	4,307	7,234	1,828	28,238	82,916	7.6	100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 7	52,200	2,088	0	54,288	13,536	4,276	7,183	1,815	26,810	81,098	6.2	100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 2	48,661	0	0	48,661	13,536	3,837	6,446	1,687	25,506	74,166	1.3	100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 5	50,759	2,030	0	52,790	13,536	4,158	6,984	1,766	26,444	79,234	7.5	100.0
Maintenance Mechanic I (Proposed MMII) *subject to civil service approval	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 1	55,520	4,442	0	59,962	28,860	4,718	7,925	1,937	43,440	103,402	15.3	100.0
Maintenance Mechanic II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 2	56,313	0	6,062	62,375	1,572	5,047	8,478	3,840	18,937	81,312	1.3	100.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 6	27,044	1,082	0	28,126	11,544	2,231	3,748	1,147	18,671	46,796	8.8	40.0
Maintenance Mechanic III (Proposed MMIV) *subject to civil service approval	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - I / Step 1	70,543	2,822	500	73,865	13,536	5,817	9,771	2,449	31,573	105,437	7.6	100.0
Park Attendant III - Requested *subject to civil service approval	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - D / Step 1	38,894	0	0	38,894	21,645	3,067	5,152	1,347	31,211	70,106		100.0
Parks Maintenance Crew Leader	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - I / Step 8	77,298	3,092	0	80,390	28,860	6,332	10,636	2,680	48,508	128,897	9.4	100.0

NOTES:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Parks & Recreation Department													
Park Maintenance													
Maintenance Mechanic I (Proposed MMII) *subject to civil service approval	CSEA40HOUR-NEW / CSEA40HOUR-NEW - E / Step 1	55,677	3,341	403	59,420	14,868	4,677	7,856	1,940	29,341	88,761	13.5	100.0
Maintenance Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 6	69,071	6,907	0	75,978	28,860	5,975	10,037	2,411	47,282	123,260	20.6	100.0
Maintenance Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 5	68,392	5,471	0	73,864	28,860	5,812	9,762	2,382	46,816	120,680	18.0	100.0
Groundskeeper III	CSEA40HOUR-OLD / CSEA40HOUR-OLD - 11 / Step 6	79,511	7,951	1,124	88,586	31,884	6,964	11,698	2,776	53,322	141,908	31.3	100.0
Groundskeeper I	PART-TIME	8,118	0	0	8,118	0	640	0	296	936	9,055		100.0
Groundskeeper I	PART-TIME	8,216	0	0	8,216	0	648	0	299	947	9,163		100.0
Automotive Equipment Operator	SEASONAL	9,201	0	0	9,201	0	726	0	333	1,059	10,259		100.0
Groundskeeper I	SEASONAL	8,118	0	0	8,118	0	640	0	296	936	9,055		100.0
Groundskeeper I	SEASONAL	8,118	0	0	8,118	0	640	0	296	936	9,055		100.0
Groundskeeper I	SEASONAL	8,118	0	0	8,118	0	640	0	296	936	9,055		100.0
Groundskeeper I	SEASONAL	8,118	0	0	8,118	0	640	0	296	936	9,055		100.0
Groundskeeper I	SEASONAL	8,118	0	0	8,118	0	640	0	296	936	9,055		100.0
Maintenance Mechanic I	SEASONAL	10,489	0	0	10,489	27,288	827	0	377	28,493	38,981		100.0
Park Attendant	SEASONAL	8,118	0	0	8,118	0	640	0	296	936	9,055		100.0
Park Attendant	SEASONAL	8,118	0	0	8,118	0	640	0	296	936	9,055		100.0
Park Attendant	SEASONAL	8,118	0	0	8,118	0	640	0	296	936	9,055		100.0
Total Parks Maintenance - 7110		1,142,806	48,432	14,348	1,205,586	366,945	94,776	147,408	41,993	651,122	1,856,708		

NOTES:

Town of Southampton

2022 Adopted Budget

Parks Maintenance - 7110

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	2,449,594	2,444,799	2,417,501	2,416,221	2,416,221	2,533,533	2,528,533	2,513,591	2,513,591	97,370	4.03%	2,552,876	2,547,876	2,547,876	2,547,876
	Total Real Property Taxes	2,449,594	2,444,799	2,417,501	2,416,221	2,416,221	2,533,533	2,528,533	2,513,591	2,513,591	97,370	4.03%	2,552,876	2,547,876	2,547,876	2,547,876
Other Revenue:																
1521	Departmental Income	25,000	31,010	25,000	25,000	17,550	25,000	25,000	25,000	25,000	0	0.00%	25,000	25,000	25,000	25,000
3910	State Aid - Conservation	0	28,051	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
	Total Other Revenue	25,000	59,060	25,000	25,000	17,550	25,000	25,000	25,000	25,000	0	0.00%	25,000	25,000	25,000	25,000
	Total Revenue	2,474,594	2,503,859	2,442,501	2,441,221	2,433,771	2,558,533	2,553,533	2,538,591	2,538,591	97,370	3.99%	2,577,876	2,572,876	2,572,876	2,572,876
Salaries:																
6100	Salaries	983,302	900,502	1,001,677	1,000,493	785,188	1,049,955	1,049,955	1,049,955	1,049,955	(49,463)	(4.94%)	1,092,981	1,092,981	1,092,981	1,092,981
6101	Overtime	50,000	60,209	50,000	50,000	36,453	50,000	50,000	50,000	50,000	0	0.00%	50,000	50,000	50,000	50,000
6103	Accumulated Sick/Personal Days	1,977	387	4,048	4,048	1,582	5,628	5,628	5,628	5,628	(1,580)	(39.03%)	5,628	5,628	5,628	5,628
6105	Part Time Salaries	89,246	60,848	91,030	91,030	35,469	92,851	92,851	92,851	92,851	(1,821)	(2.00%)	94,708	94,708	94,708	94,708
6110	Longevity	41,444	39,163	35,608	35,608	812	48,432	48,432	48,432	48,432	(12,824)	(36.01%)	49,591	49,591	49,591	49,591
6127	Cash in Lieu of Health Benefits	2,603	2,476	2,603	7,975	3,742	8,720	8,720	8,720	8,720	(745)	(9.34%)	8,720	8,720	8,720	8,720
	Total Salaries	1,168,572	1,063,585	1,184,966	1,189,154	863,246	1,255,586	1,255,586	1,255,586	1,255,586	(66,432)	(5.59%)	1,301,629	1,301,629	1,301,629	1,301,629
Employee Benefits - Current:																
6810	Employee Retirement - Active	134,796	134,523	150,495	150,495	121,279	147,408	147,408	132,466	132,466	18,028	11.98%	153,266	153,266	153,266	153,266
6830	FICA Tax Expenditure	93,292	79,598	93,155	93,064	64,617	98,601	98,601	98,601	98,601	(5,537)	(5.95%)	102,107	102,107	102,107	102,107
6835	MTA Tax	4,146	3,558	4,141	4,136	2,846	4,396	4,396	4,396	4,396	(260)	(6.28%)	4,557	4,557	4,557	4,557
6840	Worker's Compensation	50,927	39,240	32,990	32,990	25,716	37,271	37,271	37,271	37,271	(4,280)	(12.97%)	38,726	38,726	38,726	38,726
6860	Medical Insurance - Active Employees	358,723	281,793	331,615	326,243	225,646	339,985	339,985	339,985	339,985	(13,742)	(4.21%)	346,807	346,807	346,807	346,807
6865	Dental & Optical	22,632	19,590	22,632	22,632	17,811	26,960	26,960	26,960	26,960	(4,328)	(19.12%)	27,353	27,353	27,353	27,353
6875	Disability	477	52	477	477	34	497	497	497	497	(20)	(4.16%)	501	501	501	501
	Total Employee Benefits - Current	664,993	558,353	635,505	630,037	457,950	655,117	655,117	640,175	640,175	(10,138)	(1.61%)	673,316	673,316	673,316	673,316
	Total Employee Costs	1,833,564	1,621,938	1,820,471	1,819,191	1,321,196	1,910,703	1,910,703	1,895,761	1,895,761	(76,570)	(4.21%)	1,974,945	1,974,945	1,974,945	1,974,945
Equipment:																
6200	Equipment	50,000	9,317	50,000	50,000	28,708	50,000	50,000	50,000	50,000	0	0.00%	50,000	50,000	50,000	50,000
	Total Equipment	50,000	9,317	50,000	50,000	28,708	50,000	50,000	50,000	50,000	0	0.00%	50,000	50,000	50,000	50,000
Contractual:																
6401	Contracts	168,300	140,127	148,300	130,400	96,588	148,300	148,300	148,300	148,300	(17,900)	(13.73%)	148,300	148,300	148,300	148,300
6403	Gasoline	33,000	22,630	33,000	33,000	29,772	33,000	33,000	33,000	33,000	0	0.00%	33,000	33,000	33,000	33,000
6404	Electric	85,000	118,688	85,000	95,000	93,610	85,000	85,000	85,000	85,000	10,000	10.53%	85,000	85,000	85,000	85,000
6405	Fuel Oil	30,000	12,121	30,000	20,000	11,570	30,000	30,000	30,000	30,000	(10,000)	(50.00%)	30,000	30,000	30,000	30,000
6406	Repair Equipment	25,000	37,772	25,000	41,000	38,639	35,000	35,000	35,000	35,000	6,000	14.63%	25,000	25,000	25,000	25,000
6407	Repair Building	85,000	75,741	85,000	82,500	79,824	85,000	85,000	85,000	85,000	(2,500)	(3.03%)	85,000	85,000	85,000	85,000
6408	Repair Vehicle	20,000	39,671	20,000	22,000	16,601	30,000	30,000	30,000	30,000	(8,000)	(36.36%)	20,000	20,000	20,000	20,000
6415	Telephone	350	1,641	350	2,250	1,922	2,000	2,000	2,000	2,000	250	11.11%	2,000	2,000	2,000	2,000
6418	Uniforms	6,000	7,741	6,000	6,000	3,293	6,000	6,000	6,000	6,000	0	0.00%	6,000	6,000	6,000	6,000
6426	Supplies - Other	25,030	21,769	25,030	25,030	12,361	25,030	25,030	25,030	25,030	0	0.00%	30,130	30,130	30,130	30,130
6432	Tree & Stump Removal	30,000	27,970	30,000	30,000	1,845	30,000	30,000	30,000	30,000	0	0.00%	0	0	0	0

Town of Southampton

2022 Adopted Budget

Parks Maintenance - 7110

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021	2022 Adopted / 2021	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
											Amended Difference	% of Change				
6437	Beach & Dune Monitoring	5,000	0	5,000	9,900	4,900	8,000	8,000	8,000	8,000	1,900	19.19%	8,000	8,000	8,000	8,000
6441	Diesel Fuel	25,000	17,845	25,000	25,000	13,783	25,000	25,000	25,000	25,000	0	0.00%	25,000	25,000	25,000	25,000
6447	Salt	10,000	0	10,000	10,000	4,289	10,000	10,000	10,000	10,000	0	0.00%	10,000	10,000	10,000	10,000
6450	Schools & Training	1,000	990	1,000	1,000	0	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000
6466	Telephone - Wireless	350	376	350	350	284	500	500	500	500	(150)	(42.86%)	500	500	500	500
6474	Other - Landfill Charges	40,000	32,382	40,000	40,000	24,630	40,000	35,000	35,000	35,000	5,000	12.50%	40,000	35,000	35,000	35,000
6477	Copier Leases	2,000	2,932	3,000	3,500	2,115	4,000	4,000	4,000	4,000	(500)	(14.29%)	4,000	4,000	4,000	4,000
	Total Contractual	591,030	560,396	572,030	576,930	436,027	597,830	592,830	592,830	592,830	(15,900)	(2.76%)	552,930	547,930	547,930	547,930
	Total Expenditures	2,474,594	2,191,651	2,442,501	2,446,121	1,785,931	2,558,533	2,553,533	2,538,591	2,538,591	(92,470)	(3.78%)	2,577,875	2,572,875	2,572,875	2,572,875
	Net Surplus (Deficit)	0	312,208	0	(4,900)	647,840	0	0	0	0			0	0	0	0
	Appropriated Fund Balance:															
9090	Appropriated Fund Balance	0	0	0	4,900	0	0	0	0	0			0	0	0	0
	Net Surplus (Deficit)	0	312,208	0	0	647,840	0	0	0	0			0	0	0	0

HAMLET BEAUTIFICATION - SUMMARY

Department: Hamlet Beautification

Budget Year: 2022
Division: Parks & Recreation Department
Tax District: Full Town

Cost Center #: 7115
Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

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

Workload:

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

Goals & Objectives:

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

Legal Authority:

Town Board Resolution and funding through the Annual Operating Budget.

Town of Southampton

2022 Adopted Budget

Hamlet Beautification - 7115

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget	
	Real Property Taxes:																
1001	Property Taxes	32,200	32,200	32,200	32,200	32,200	32,200	32,200	32,200	32,200	0	0.00%	12,200	12,200	12,200	12,200	
	Total Real Property Taxes	32,200	32,200	32,200	32,200	32,200	32,200	32,200	32,200	32,200	0	0.00%	12,200	12,200	12,200	12,200	
	Other Revenue:																
5031	Interfund Transfer - Revenue	0	0	0	13,000	0	0	0	0	0	(13,000)	(100.00%)	0	0	0	0	
	Total Other Revenue	0	0	0	13,000	0	0	0	0	0	(13,000)	(100.00%)	0	0	0	0	
	Total Revenue	32,200	32,200	32,200	45,200	32,200	32,200	32,200	32,200	32,200	(13,000)	(28.76%)	12,200	12,200	12,200	12,200	
	Total Employee Costs										0	0.00%					
	Contractual:																
6401	Contracts	20,000	165	20,000	33,000	13,000	20,000	20,000	20,000	20,000	13,000	39.39%	0	0	0	0	
6420	Other	7,000	0	7,000	7,000	0	7,000	7,000	7,000	7,000	0	0.00%	7,000	7,000	7,000	7,000	
6475	P&R Chargeback - Watering	5,200	3,191	5,200	5,200	1,362	5,200	5,200	5,200	5,200	0	0.00%	5,200	5,200	5,200	5,200	
	Total Contractual	32,200	3,357	32,200	45,200	14,362	32,200	32,200	32,200	32,200	13,000	28.76%	12,200	12,200	12,200	12,200	
	Total Expenditures	32,200	3,357	32,200	45,200	14,362	32,200	32,200	32,200	32,200	13,000	28.76%	12,200	12,200	12,200	12,200	
	Net Surplus (Deficit)	0	28,844	0	0	17,838	0	0	0	0			0	0	0	0	

BEACH OPERATIONS - SUMMARY

Department: Beach Operations

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: Beaches

Cost Center #: 7180

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

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

Workload:

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

Goals & Objectives:

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

Legal Authority:

General Municipal Law, Article 13

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Parks & Recreation Department													
Beaches													
Beach Operations - 7180													
Assistant Superintendent of Recreation I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - L / Step 2	83,050	0	623	83,673	13,536	6,427	10,796	644	31,403	115,076	1.5	100.0
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	19,744	0	0	19,744	11,544	1,557	2,615	684	16,401	36,145	1.8	40.0
Maintenance Mechanic II	CSEA40HOUR-NEW / CSEA40HOUR-NEW - E / Step 6	60,823	4,866	0	65,689	14,868	5,169	8,682	2,121	30,839	96,528	16.8	100.0
Office Assistants (3)	PART-TIME	7,500	0	0	7,500	0	576	0	74	650	8,150		100.0
Assistant Beach Managers (group of 15)	SEASONAL	85,500	0	0	85,500	0	6,664	0	1,930	8,594	94,094		100.0
Beach Attendants (group of 10)	SEASONAL	49,500	0	0	49,500	0	3,858	0	1,125	4,983	54,483		100.0
Beach Attendants (group of 10)	SEASONAL	49,500	0	0	49,500	0	3,858	0	1,125	4,983	54,483		100.0
Beach Attendants (group of 10)	SEASONAL	49,500	0	0	49,500	0	3,858	0	1,125	4,983	54,483		100.0
Beach Attendants (group of 12)	SEASONAL	59,400	0	0	59,400	0	4,630	0	1,346	5,976	65,376		100.0
Beach Managers (group of 8)	SEASONAL	55,200	0	0	55,200	0	4,303	0	1,252	5,555	60,755		100.0
Assistant Chief Lifeguards (group of 16)	LIFEGUARDS	134,400	0	0	134,400	0	8,607	0	3,023	11,631	146,031		100.0
Chief Lifeguards (2)	LIFEGUARDS	21,600	0	0	21,600	0	1,684	0	501	2,184	23,784		100.0
Lifeguards (group of 10)	LIFEGUARDS	66,000	0	0	66,000	0	5,144	0	1,494	6,638	72,638		100.0
Lifeguards (group of 10)	LIFEGUARDS	66,000	0	0	66,000	0	5,144	0	1,494	6,638	72,638		100.0
Lifeguards (group of 10)	LIFEGUARDS	66,000	0	0	66,000	0	5,144	0	1,494	6,638	72,638		100.0
Lifeguards (group of 10)	LIFEGUARDS	66,000	0	0	66,000	0	5,144	0	1,494	6,638	72,638		100.0
Lifeguards (group of 7)	LIFEGUARDS	46,200	0	0	46,200	0	3,601	0	1,051	4,652	50,852		100.0
Senior Lifeguards (group of 10)	LIFEGUARDS	72,000	0	0	72,000	0	5,612	0	1,628	7,240	79,240		100.0
Senior Lifeguards (group of 10)	LIFEGUARDS	72,000	0	0	72,000	0	5,612	0	1,628	7,240	79,240		100.0
Senior Lifeguards (group of 10)	LIFEGUARDS	72,000	0	0	72,000	0	5,612	0	1,628	7,240	79,240		100.0
Senior Lifeguards (group of 10)	LIFEGUARDS	72,000	0	0	72,000	0	5,612	0	1,628	7,240	79,240		100.0
Total Beach Operations - 7180		1,273,918	4,866	623	1,279,407	39,948	97,819	22,093	28,486	188,346	1,467,752		

NOTES:

Town of Southampton

2022 Adopted Budget

Beach Operations - 7180

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Other Revenue:																
1201	Interest And Earnings	4,000	696	2,000	2,000	66	700	700	700	700	(1,300)	(65.01%)	700	700	700	700
2011	Rentals	90,000	69,919	90,000	90,000	66,741	90,000	90,000	90,000	90,000	0	0.00%	90,000	90,000	90,000	90,000
2025	Beach Parking Fees	1,911,381	1,822,254	1,870,967	1,901,687	2,073,058	2,020,128	2,015,128	2,015,128	2,015,128	113,441	5.97%	2,041,926	2,061,926	2,061,926	2,061,926
2228	Revenue from Other Governments	0	0	0	0	10,000	0	0	0	0	0	0.00%	0	0	0	0
2701	Miscellaneous Tax Receipts	0	0	0	0	2,046	0	0	0	0	0	0.00%	0	0	0	0
2770	Miscellaneous	0	0	0	0	542	0	0	0	0	0	0.00%	0	0	0	0
Total Other Revenue		2,005,381	1,892,870	1,962,967	1,993,687	2,152,452	2,110,828	2,105,828	2,105,828	2,105,828	112,141	5.62%	2,132,626	2,152,626	2,152,626	2,152,626
Total Revenue		2,005,381	1,892,870	1,962,967	1,993,687	2,152,452	2,110,828	2,105,828	2,105,828	2,105,828	112,141	5.62%	2,132,626	2,152,626	2,152,626	2,152,626
Salaries:																
6100	Salaries	144,686	93,433	158,949	158,949	134,736	163,618	163,618	163,618	163,618	(4,669)	(2.94%)	168,406	168,406	168,406	168,406
6101	Overtime	20,000	3,660	20,000	34,000	32,068	20,000	20,000	20,000	20,000	14,000	41.18%	20,000	20,000	20,000	20,000
6103	Accumulated Sick/Personal Days	0	2,816	0	0	0	623	623	623	623	(623)	(100.00%)	623	623	623	623
6105	Part Time Salaries	926,398	1,153,827	1,000,000	1,000,000	961,382	1,110,300	1,110,300	1,110,300	1,110,300	(110,300)	(11.03%)	1,132,506	1,132,506	1,132,506	1,132,506
6110	Longevity	6,209	4,649	3,578	3,578	0	4,866	4,866	4,866	4,866	(1,288)	(36.00%)	4,963	4,963	4,963	4,963
6127	Cash in Lieu of Health Benefits	6,023	0	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
Total Salaries		1,103,316	1,258,385	1,182,527	1,196,527	1,128,185	1,299,407	1,299,407	1,299,407	1,299,407	(102,880)	(8.60%)	1,326,497	1,326,497	1,326,497	1,326,497
Employee Benefits - Current:																
6810	Employee Retirement - Active	20,249	75,439	23,153	23,153	23,474	22,093	22,093	22,093	22,093	1,060	4.58%	22,730	22,730	22,730	22,730
6830	FICA Tax Expenditure	88,197	96,027	92,950	93,639	86,101	100,119	100,119	100,119	100,119	(6,480)	(6.92%)	102,059	102,059	102,059	102,059
6835	MTA Tax	3,927	4,225	4,139	4,170	3,612	4,541	4,541	4,541	4,541	(371)	(8.89%)	4,635	4,635	4,635	4,635
6840	Worker's Compensation	39,520	30,450	22,447	22,447	17,498	23,696	23,696	23,696	23,696	(1,248)	(5.56%)	24,183	24,183	24,183	24,183
6860	Medical Insurance - Active Employees	23,863	15,093	23,863	36,863	30,381	36,175	36,175	36,175	36,175	688	1.87%	36,175	36,175	36,175	36,175
6865	Dental & Optical	3,312	1,765	3,312	3,312	2,979	3,773	3,773	3,773	3,773	(461)	(13.91%)	3,773	3,773	3,773	3,773
6875	Disability	3,017	715	3,017	3,017	639	360	360	360	360	2,657	88.07%	360	360	360	360
Total Employee Benefits - Current		182,085	223,715	172,881	186,601	164,682	190,756	190,756	190,756	190,756	(4,154)	(2.23%)	193,914	193,914	193,914	193,914
Total Employee Costs		1,285,400	1,482,099	1,355,408	1,383,128	1,292,868	1,490,162	1,490,162	1,490,162	1,490,162	(107,034)	(7.74%)	1,520,411	1,520,411	1,520,411	1,520,411
Equipment:																
6220	Building Improvements	25,000	0	25,000	20,000	1,900	25,000	0	0	0	20,000	100.00%	25,000	25,000	25,000	25,000
Total Equipment		25,000	0	25,000	20,000	1,900	25,000	0	0	0	20,000	100.00%	25,000	25,000	25,000	25,000
Contractual:																
6401	Contracts	25,580	43,626	25,580	55,880	31,979	25,580	25,580	25,580	25,580	30,300	54.22%	25,580	25,580	25,580	25,580
6404	Electric	15,000	13,905	15,000	15,000	10,318	15,000	15,000	15,000	15,000	0	0.00%	15,000	15,000	15,000	15,000
6406	Repair Equipment	20,000	11,742	20,000	11,615	4,174	20,000	20,000	20,000	20,000	(8,385)	(72.19%)	20,000	20,000	20,000	20,000
6407	Repair Building	75,000	52,486	75,000	45,600	38,952	75,000	75,000	75,000	75,000	(29,400)	(64.47%)	75,000	75,000	75,000	75,000
6411	Printing and Stationery	20,000	20,738	20,000	22,000	20,640	22,900	22,900	22,900	22,900	(900)	(4.09%)	20,000	20,000	20,000	20,000
6412	Publications	1,000	812	1,000	1,000	450	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000
6418	Uniforms	18,000	14,469	18,000	18,000	18,000	21,000	21,000	21,000	21,000	(3,000)	(16.67%)	17,000	17,000	17,000	17,000
6420	Other	7,500	23,345	7,500	20,985	20,682	7,500	7,500	7,500	7,500	13,485	64.26%	7,500	7,500	7,500	7,500
6423	Small Equipment (Non-Capital)	5,000	7,141	5,000	6,000	5,794	5,000	5,000	5,000	5,000	1,000	16.67%	5,000	5,000	5,000	5,000
6425	Office Supplies	500	487	500	500	489	500	500	500	500	0	0.00%	500	500	500	500

Town of Southampton

2022 Adopted Budget

Beach Operations - 7180

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual						2022 Adopted / 2021	2022 Adopted / 2021	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
							2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	Amended Difference	% of Change					
6426	Supplies - Other	21,000	15,706	21,000	21,000	20,175	21,000	21,000	21,000	21,000	0	0.00%	21,000	21,000	21,000	21,000	
6444	Mileage Reimbursement	2,000	899	2,000	2,000	1,093	2,000	2,000	2,000	2,000	0	0.00%	2,000	2,000	2,000	2,000	
6455	Depreciation	0	384,514	0	0	193,419	0	0	0	0	0	0.00%	0	0	0	0	
6466	Telephone - Wireless	345	1,153	345	1,345	636	345	345	345	345	1,000	74.35%	345	345	345	345	
6474	Other - Landfill Charges	45,000	32,423	45,000	43,000	21,492	45,000	65,000	65,000	65,000	(22,000)	(51.16%)	45,000	65,000	65,000	65,000	
6485	Uniform Cleaning	100	90	100	100	0	100	100	100	100	0	(0.20%)	100	100	100	100	
	Total Contractual	256,025	623,536	256,025	264,025	388,291	261,926	281,926	281,926	281,926	(17,900)	(6.78%)	255,025	275,025	275,025	275,025	
	Debt Service:																
6600	Debt Service Principal Expense	343,347	0	270,000	270,000	0	260,000	260,000	260,000	260,000	10,000	3.70%	265,000	265,000	265,000	265,000	
6700	Debt Service Interest Expense	99,608	79,473	81,534	81,534	51,658	73,740	73,740	73,740	73,740	7,794	9.56%	67,190	67,190	67,190	67,190	
6900	Interfund Transfer Expense	196,000	196,000	75,000	75,000	75,000	0	0	0	0	75,000	100.00%	0	0	0	0	
	Total Debt Service	638,955	275,473	426,534	426,534	126,658	333,740	333,740	333,740	333,740	92,794	21.76%	332,190	332,190	332,190	332,190	
	Total Expenditures	2,205,381	2,381,108	2,062,967	2,093,687	1,809,717	2,110,828	2,105,828	2,105,828	2,105,828	(12,140)	(0.58%)	2,132,626	2,152,626	2,152,626	2,152,626	
	Net Surplus (Deficit)	(200,000)	(488,239)	(100,000)	(100,000)	342,735	0	0	0	0			0	0	0	0	
	Appropriated Fund Balance:																
9090	Appropriated Fund Balance	200,000	0	100,000	100,000	0	0	0	0	0			0	0	0	0	
	Net Surplus (Deficit)	0	(488,239)	0	0	342,735	0	0	0	0			0	0	0	0	

CONSCIENCE POINT MARINA - SUMMARY

Department: Conscience Point Marina

Budget Year: 2022
Division: Parks & Recreation Department
Tax District: Conscience Point Marina

Cost Center #: 7182
Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

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

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

Workload:

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

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

Goals & Objectives:

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

Legal Authority:

Established pursuant to Southampton Town Law #290.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Parks & Recreation Department													
Docks & Marinas													
Conscience Point Marina - 7182													
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	4,936	0	0	4,936	2,886	389	654	171	4,100	9,036	1.8	10.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 6	6,761	270	0	7,031	2,886	558	937	287	4,668	11,699	8.8	10.0
Dock Manager	PART-TIME	3,329	0	0	3,329	0	263	0	118	380	3,710		20.0
Park Attendant	SEASONAL	7,216	0	0	7,216	0	569	0	265	834	8,050		100.0
Park Attendant	SEASONAL	15,918	0	0	15,918	0	1,255	0	564	1,819	17,737		100.0
Total Conscience Point Marina - 7182		38,161	270	0	38,431	5,772	3,034	1,591	1,405	11,801	50,232		

NOTES:

Town of Southampton

2022 Adopted Budget

Conscience Point Marina - 7182

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Difference	2022 Adopted / 2021 % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	121,101	121,101	24,650	24,650	24,650	20,627	20,627	20,627	20,627	(4,023)	(16.32%)	0	0	0	0
	Total Real Property Taxes	121,101	121,101	24,650	24,650	24,650	20,627	20,627	20,627	20,627	(4,023)	(16.32%)	0	0	0	0
Other Revenue:																
1201	Interest And Earnings	750	719	700	700	153	200	200	200	200	(500)	(71.43%)	216	216	216	216
2411	Rentals - Dockage/Storage	233,000	231,277	233,000	233,000	219,610	233,000	233,000	233,000	233,000	0	0.00%	233,000	233,000	233,000	233,000
2598	Diesel Sales	12,000	9,267	12,000	12,000	8,250	12,000	12,000	12,000	12,000	0	0.00%	12,000	12,000	12,000	12,000
2770	Miscellaneous	3,000	3,918	3,000	3,000	2,411	3,000	3,000	3,000	3,000	0	0.00%	3,000	3,000	3,000	3,000
2803	Gasoline Sales	115,000	130,336	115,000	115,000	100,770	115,000	115,000	115,000	115,000	0	0.00%	115,000	115,000	115,000	115,000
	Total Other Revenue	363,750	375,517	363,700	363,700	331,195	363,200	363,200	363,200	363,200	(500)	(0.14%)	363,216	363,216	363,216	363,216
	Total Revenue	484,851	496,618	388,350	388,350	355,845	383,827	383,827	383,827	383,827	(4,523)	(1.16%)	363,216	363,216	363,216	363,216
Salaries:																
6100	Salaries	11,292	6,347	11,310	11,310	8,463	11,697	11,697	11,697	11,697	(387)	(3.42%)	12,101	12,101	12,101	12,101
6105	Part Time Salaries	25,500	15,888	25,945	25,945	6,586	26,464	26,464	26,464	26,464	(519)	(2.00%)	26,993	26,993	26,993	26,993
6110	Longevity	267	254	262	262	0	270	270	270	270	(9)	(3.40%)	280	280	280	280
	Total Salaries	37,059	22,488	37,516	37,516	15,049	38,431	38,431	38,431	38,431	(915)	(2.44%)	39,374	39,374	39,374	39,374
Employee Benefits - Current:																
6810	Employee Retirement - Active	1,519	1,141	1,676	1,676	978	1,591	1,591	1,591	1,591	85	5.08%	1,646	1,646	1,646	1,646
6830	FICA Tax Expenditure	2,967	1,699	2,959	2,959	1,122	3,034	3,034	3,034	3,034	(74)	(2.51%)	3,108	3,108	3,108	3,108
6835	MTA Tax	132	76	132	132	56	135	135	135	135	(3)	(2.52%)	138	138	138	138
6840	Worker's Compensation	1,721	1,326	1,170	1,170	912	1,227	1,227	1,227	1,227	(57)	(4.91%)	1,258	1,258	1,258	1,258
6860	Medical Insurance - Active Employees	5,422	2,561	5,422	5,422	3,973	5,458	5,458	5,458	5,458	(36)	(0.66%)	5,458	5,458	5,458	5,458
6865	Dental & Optical	276	141	276	276	218	314	314	314	314	(38)	(13.91%)	314	314	314	314
6875	Disability	42	5	42	42	4	42	42	42	42	(1)	(1.36%)	42	42	42	42
	Total Employee Benefits - Current	12,077	6,948	11,676	11,676	7,262	11,801	11,801	11,801	11,801	(125)	(1.07%)	11,964	11,964	11,964	11,964
	Total Employee Costs	49,136	29,436	49,192	49,192	22,311	50,232	50,232	50,232	50,232	(1,040)	(2.11%)	51,338	51,338	51,338	51,338
Contractual:																
6401	Contracts	4,101	4,047	4,101	4,101	3,745	4,101	4,101	4,101	4,101	0	0.00%	4,100	4,100	4,100	4,100
6403	Gasoline	115,000	91,652	115,000	115,000	90,775	115,000	115,000	115,000	115,000	0	0.00%	115,000	115,000	115,000	115,000
6404	Electric	23,000	16,262	23,000	23,000	12,506	23,000	23,000	23,000	23,000	0	0.00%	23,000	23,000	23,000	23,000
6406	Repair Equipment	12,000	4,967	12,000	12,000	2,275	12,000	12,000	12,000	12,000	0	0.00%	50,000	50,000	50,000	50,000
6407	Repair Building	5,000	4,044	5,000	5,000	4,492	5,000	5,000	5,000	5,000	0	0.00%	5,000	5,000	5,000	5,000
6420	Other	6,000	3,572	6,000	6,000	4,785	6,000	6,000	6,000	6,000	0	0.00%	8,000	8,000	8,000	8,000
6421	Legal Notices	500	197	500	500	123	500	500	500	500	0	0.00%	500	500	500	500
6423	Small Equipment (Non-Capital)	0	0	0	0	0	0	0	0	0	0	0.00%	90,700	90,700	90,700	90,700
6425	Office Supplies	100	86	100	100	74	100	100	100	100	0	0.00%	100	100	100	100
6426	Supplies - Other	1,960	1,134	1,960	1,960	138	1,960	1,960	1,960	1,960	0	0.00%	1,998	1,998	1,998	1,998
6441	Diesel Fuel	12,000	3,910	12,000	12,000	5,145	12,000	12,000	12,000	12,000	0	0.00%	12,000	12,000	12,000	12,000
6445	Food	0	0	0	0	0	0	0	0	0	0	0.00%	980	980	980	980
6455	Depreciation	0	172,785	0	0	86,392	0	0	0	0	0	0.00%	0	0	0	0

EAST QUOGUE MARINA - SUMMARY

Department: East Quogue Marina

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: East Quogue Marina

Cost Center #: 7183

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

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

Goals & Objectives:

Complete a project to replace bulkheading and dredge at facility.

Legal Authority:

Pursuant to Town Board Resolution.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Parks & Recreation Department													
Docks & Marinas													
East Quogue Marina - 7183													
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	4,936	0	0	4,936	2,886	389	654	171	4,100	9,036	1.8	10.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 6	6,761	270	0	7,031	2,886	558	937	287	4,668	11,699	8.8	10.0
Dock Manager	PART-TIME	1,665	0	0	1,665	0	131	0	59	190	1,855		10.0
Total East Quogue Marina - 7183		13,362	270	0	13,632	5,772	1,078	1,591	517	8,958	22,590		

NOTES:

Town of Southampton

2022 Adopted Budget

East Quogue Marina - 7183

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Other Revenue:																
1201	Interest And Earnings	100	1	156	156	2	50	50	50	50	(106)	(67.95%)	50	50	50	50
2412	East Quogue Marina Rental	25,576	6,041	25,500	25,500	21,880	26,084	26,084	26,084	26,084	584	2.29%	26,143	26,143	26,143	26,143
2770	Miscellaneous	0	0	0	0	8	0	0	0	0	0	0.00%	0	0	0	0
Total Other Revenue		25,676	6,042	25,656	25,656	21,890	26,134	26,134	26,134	26,134	478	1.86%	26,193	26,193	26,193	26,193
Total Revenue		25,676	6,042	25,656	25,656	21,890	26,134	26,134	26,134	26,134	478	1.86%	26,193	26,193	26,193	26,193
Salaries:																
6100	Salaries	11,292	6,347	11,310	11,310	8,463	11,697	11,697	11,697	11,697	(387)	(3.42%)	12,101	12,101	12,101	12,101
6105	Part Time Salaries	1,632	0	1,632	1,632	1,019	1,665	1,665	1,665	1,665	(33)	(2.00%)	1,698	1,698	1,698	1,698
6110	Longevity	267	254	262	262	0	270	270	270	270	(9)	(3.40%)	280	280	280	280
Total Salaries		13,191	6,601	13,203	13,203	9,482	13,632	13,632	13,632	13,632	(429)	(3.25%)	14,079	14,079	14,079	14,079
Employee Benefits - Current:																
6810	Employee Retirement - Active	1,519	1,141	1,676	1,676	978	1,591	1,591	1,591	1,591	85	5.08%	1,646	1,646	1,646	1,646
6830	FICA Tax Expenditure	1,058	483	1,044	1,044	696	1,078	1,078	1,078	1,078	(35)	(3.31%)	1,114	1,114	1,114	1,114
6835	MTA Tax	47	21	46	46	31	48	48	48	48	(2)	(3.30%)	50	50	50	50
6840	Worker's Compensation	635	489	441	441	343	464	464	464	464	(23)	(5.23%)	479	479	479	479
6860	Medical Insurance - Active Employees	5,422	2,561	5,422	5,422	3,973	5,458	5,458	5,458	5,458	(36)	(0.66%)	5,458	5,458	5,458	5,458
6865	Dental & Optical	276	141	276	276	218	314	314	314	314	(38)	(13.91%)	314	314	314	314
6875	Disability	5	0	5	5	1	5	5	5	5	0	(1.15%)	5	5	5	5
Total Employee Benefits - Current		8,961	4,837	8,910	8,910	6,239	8,958	8,958	8,958	8,958	(48)	(0.54%)	9,065	9,065	9,065	9,065
Total Employee Costs		22,152	11,437	22,113	22,113	15,721	22,590	22,590	22,590	22,590	(477)	(2.16%)	23,144	23,144	23,144	23,144
Contractual:																
6404	Electric	1,124	1,836	1,143	1,793	1,655	1,143	1,143	1,143	1,143	650	36.25%	649	649	649	649
6406	Repair Equipment	1,200	1,124	1,200	550	0	1,200	1,200	1,200	1,200	(650)	(118.13%)	1,200	1,200	1,200	1,200
6407	Repair Building	1,000	1,010	1,000	1,000	821	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000
6421	Legal Notices	200	197	200	200	0	200	200	200	200	0	0.00%	200	200	200	200
6455	Depreciation	0	1,847	0	0	923	0	0	0	0	0	0.00%	0	0	0	0
Total Contractual		3,525	6,013	3,544	3,544	3,400	3,544	3,544	3,544	3,544	0	0.00%	3,049	3,049	3,049	3,049
Total Expenditures		25,676	17,450	25,656	25,656	19,121	26,134	26,134	26,134	26,134	(477)	(1.86%)	26,193	26,193	26,193	26,193
Net Surplus (Deficit)		0	(11,408)	0	0	2,769	0	0	0	0			0	0	0	0

PINE NECK MARINA - SUMMARY

Department: Pine Neck Marina

Budget Year: 2022
Division: Parks & Recreation Department
Tax District: Pine Neck Marina

Cost Center #: 7184
Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

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

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

Workload:

Goals & Objectives:

Legal Authority:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Parks & Recreation Department													
Docks & Marinas													
Pine Neck Marina - 7184													
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	4,936	0	0	4,936	2,886	389	654	171	4,100	9,036	1.8	10.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 6	6,761	270	0	7,031	2,886	558	937	287	4,668	11,699	8.8	10.0
Dock Manager	PART-TIME	1,665	0	0	1,665	0	131	0	59	190	1,855		10.0
Total Pine Neck Marina - 7184		13,362	270	0	13,632	5,772	1,078	1,591	517	8,958	22,590		

NOTES:

BEAVER CREEK MARINA - SUMMARY

Department: Beaver Creek Marina

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: Beaver Creek Marina

Cost Center #: 7186

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

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

Workload:

Goals & Objectives:

Legal Authority:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Parks & Recreation Department													
Docks & Marinas													
Beaver Creek Marina - 7186													
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	4,936	0	0	4,936	2,886	389	654	171	4,100	9,036	1.8	10.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 6	6,761	270	0	7,031	2,886	558	937	287	4,668	11,699	8.8	10.0
Dock Manager	PART-TIME	1,665	0	0	1,665	0	131	0	59	190	1,855		10.0
Total Beaver Creek Marina - 7186		13,362	270	0	13,632	5,772	1,078	1,591	517	8,958	22,590		

NOTES:

Town of Southampton

2022 Adopted Budget

Beaver Creek Marina - 7186

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Other Revenue:																
1201	Interest And Earnings	150	70	81	81	16	44	44	44	44	(37)	(45.85%)	44	44	44	44
2411	Rentals - Dockage/Storage	28,802	17,100	28,832	28,832	16,810	29,546	29,546	29,546	29,546	714	2.48%	29,940	29,940	29,940	29,940
2770	Miscellaneous	0	0	0	0	8	0	0	0	0	0	0.00%	0	0	0	0
Total Other Revenue		28,952	17,170	28,913	28,913	16,834	29,590	29,590	29,590	29,590	677	2.34%	29,984	29,984	29,984	29,984
Total Revenue		28,952	17,170	28,913	28,913	16,834	29,590	29,590	29,590	29,590	677	2.34%	29,984	29,984	29,984	29,984
Salaries:																
6100	Salaries	11,292	6,347	11,310	11,310	8,463	11,697	11,697	11,697	11,697	(387)	(3.42%)	12,101	12,101	12,101	12,101
6105	Part Time Salaries	1,632	0	1,632	1,632	1,019	1,665	1,665	1,665	1,665	(33)	(2.00%)	1,698	1,698	1,698	1,698
6110	Longevity	267	254	262	262	0	270	270	270	270	(9)	(3.40%)	280	280	280	280
Total Salaries		13,191	6,601	13,203	13,203	9,482	13,632	13,632	13,632	13,632	(429)	(3.25%)	14,079	14,079	14,079	14,079
Employee Benefits - Current:																
6810	Employee Retirement - Active	1,519	1,141	1,676	1,676	978	1,591	1,591	1,591	1,591	85	5.08%	1,646	1,646	1,646	1,646
6830	FICA Tax Expenditure	1,058	483	1,044	1,044	696	1,078	1,078	1,078	1,078	(35)	(3.31%)	1,114	1,114	1,114	1,114
6835	MTA Tax	47	21	46	46	31	48	48	48	48	(2)	(3.30%)	50	50	50	50
6840	Worker's Compensation	635	489	441	441	343	464	464	464	464	(23)	(5.23%)	479	479	479	479
6860	Medical Insurance - Active Employees	5,422	2,561	5,422	5,422	3,973	5,458	5,458	5,458	5,458	(36)	(0.66%)	5,458	5,458	5,458	5,458
6865	Dental & Optical	276	141	276	276	218	314	314	314	314	(38)	(13.91%)	314	314	314	314
6875	Disability	5	0	5	5	1	5	5	5	5	0	(1.15%)	5	5	5	5
Total Employee Benefits - Current		8,961	4,837	8,910	8,910	6,239	8,958	8,958	8,958	8,958	(48)	(0.54%)	9,065	9,065	9,065	9,065
Total Employee Costs		22,152	11,437	22,113	22,113	15,721	22,590	22,590	22,590	22,590	(477)	(2.16%)	23,144	23,144	23,144	23,144
Contractual:																
6404	Electric	1,000	740	1,000	1,500	1,325	1,000	1,000	1,000	1,000	500	33.33%	1,000	1,000	1,000	1,000
6406	Repair Equipment	5,000	41	5,000	4,500	431	5,000	5,000	5,000	5,000	(500)	(11.11%)	4,840	4,840	4,840	4,840
6421	Legal Notices	800	255	800	800	0	1,000	1,000	1,000	1,000	(200)	(24.95%)	1,000	1,000	1,000	1,000
Total Contractual		6,800	1,036	6,800	6,800	1,756	7,000	7,000	7,000	7,000	(200)	(2.94%)	6,840	6,840	6,840	6,840
Total Expenditures		28,952	12,474	28,913	28,913	17,477	29,590	29,590	29,590	29,590	(677)	(2.34%)	29,984	29,984	29,984	29,984
Net Surplus (Deficit)		0	4,696	0	0	(643)	0	0	0	0			0	0	0	0

BISHOP'S MARINA - SUMMARY

Department: Bishop's Marina

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: Bishop's Marina

Cost Center #: 7187

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

It is the intention of the Parks and Recreation Department to operate a 22 slip recreational marina. The facility features fixed pier boat slips. There are no buildings related to this marina. The Town will supply limited fresh water and limited electric for tenants use. We will have to run utilities after the Town takes possession of the marina.

Workload:

There are solid fixed piers to moor vessels up to twenty one (21) feet. Rental fees are based on the surrounding areas and are set at \$ 100 per foot per slip. Bishop's Marina will be administered through the Parks Maintenance Division.

Goals & Objectives:

Legal Authority:

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Parks & Recreation Department													
Docks & Marinas													
Bishop's Marina - 7187													
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	4,936	0	0	4,936	2,886	389	654	171	4,100	9,036	1.8	10.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 6	6,761	270	0	7,031	2,886	558	937	287	4,668	11,699	8.8	10.0
Dock Manager	PART-TIME	1,665	0	0	1,665	0	131	0	59	190	1,855		10.0
Total Bishop's Marina - 7187		13,362	270	0	13,632	5,772	1,078	1,591	517	8,958	22,590		

NOTES:

Town of Southampton

2022 Adopted Budget

Bishop's Marina - 7187

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Real Property Taxes:																
1001	Property Taxes	0	0	24,613	24,613	24,613	12,090	12,090	12,090	12,090	(12,523)	(50.88%)	12,644	12,644	12,644	12,644
	Total Real Property Taxes	0	0	24,613	24,613	24,613	12,090	12,090	12,090	12,090	(12,523)	(50.88%)	12,644	12,644	12,644	12,644
Other Revenue:																
1201	Interest And Earnings	100	0	100	100	6	100	100	100	100	0	0.00%	100	100	100	100
2411	Rentals - Dockage/Storage	24,652	0	0	0	17,600	13,000	13,000	13,000	13,000	13,000	100.00%	13,000	13,000	13,000	13,000
2770	Miscellaneous	0	0	0	0	8	0	0	0	0	0	0.00%	0	0	0	0
	Total Other Revenue	24,752	0	100	100	17,614	13,100	13,100	13,100	13,100	13,000	13000.00%	13,100	13,100	13,100	13,100
	Total Revenue	24,752	0	24,713	24,713	42,227	25,190	25,190	25,190	25,190	477	1.93%	25,744	25,744	25,744	25,744
Salaries:																
6100	Salaries	11,292	6,347	11,310	11,310	8,463	11,697	11,697	11,697	11,697	(387)	(3.42%)	12,101	12,101	12,101	12,101
6105	Part Time Salaries	1,632	0	1,632	1,632	1,019	1,665	1,665	1,665	1,665	(33)	(2.00%)	1,698	1,698	1,698	1,698
6110	Longevity	267	254	262	262	0	270	270	270	270	(9)	(3.40%)	280	280	280	280
	Total Salaries	13,191	6,601	13,203	13,203	9,482	13,632	13,632	13,632	13,632	(429)	(3.25%)	14,079	14,079	14,079	14,079
Employee Benefits - Current:																
6810	Employee Retirement - Active	1,519	1,141	1,676	1,676	978	1,591	1,591	1,591	1,591	85	5.08%	1,646	1,646	1,646	1,646
6830	FICA Tax Expenditure	1,058	483	1,044	1,044	696	1,078	1,078	1,078	1,078	(35)	(3.31%)	1,114	1,114	1,114	1,114
6835	MTA Tax	47	21	46	46	31	48	48	48	48	(2)	(3.30%)	50	50	50	50
6840	Worker's Compensation	635	489	441	441	343	464	464	464	464	(23)	(5.23%)	479	479	479	479
6860	Medical Insurance - Active Employees	5,422	2,561	5,422	5,422	3,973	5,458	5,458	5,458	5,458	(36)	(0.66%)	5,458	5,458	5,458	5,458
6865	Dental & Optical	276	141	276	276	218	314	314	314	314	(38)	(13.91%)	314	314	314	314
6875	Disability	5	0	5	5	1	5	5	5	5	0	(1.15%)	5	5	5	5
	Total Employee Benefits - Current	8,961	4,837	8,910	8,910	6,239	8,958	8,958	8,958	8,958	(48)	(0.54%)	9,065	9,065	9,065	9,065
	Total Employee Costs	22,152	11,437	22,113	22,113	15,721	22,590	22,590	22,590	22,590	(477)	(2.16%)	23,144	23,144	23,144	23,144
Contractual:																
6404	Electric	2,200	0	2,200	2,200	0	2,200	2,200	2,200	2,200	0	0.00%	2,200	2,200	2,200	2,200
6421	Legal Notices	400	0	400	400	0	400	400	400	400	0	0.00%	400	400	400	400
	Total Contractual	2,600	0	2,600	2,600	0	2,600	2,600	2,600	2,600	0	0.00%	2,600	2,600	2,600	2,600
	Total Expenditures	24,752	11,437	24,713	24,713	15,721	25,190	25,190	25,190	25,190	(477)	(1.93%)	25,744	25,744	25,744	25,744
	Net Surplus (Deficit)	0	(11,437)	0	0	26,506	0	0	0	0			0	0	0	0

SHINNECOCK COMMERCIAL MARINA - SUMMARY

Department: Shinnecock Commercial Dock

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: Full Town

Cost Center #: 6420

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

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

Workload:

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

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

Goals & Objectives:

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

Legal Authority:

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

Established pursuant to Navigational Law #32.

Employee Compensation & Benefits Schedule

Position	Class/Grade/Step	Base Salary	Longevity	Other Comp	Total Comp	Medical Benefits	Employer FICA	Retirement	Other Benefits	Total Benefits	Total Comp. & Benefits	Yrs Srv 1/1/22	Alloc. %
Parks & Recreation Department													
Docks & Marinas													
Shinnecock Commercial Dock - 6420													
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	4,936	0	0	4,936	2,886	389	654	171	4,100	9,036	1.8	10.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 6	6,761	270	0	7,031	2,886	558	937	287	4,668	11,699	8.8	10.0
Dock Manager	PART-TIME	6,659	0	0	6,659	0	525	0	236	761	7,419		40.0
Total Shinnecock Commercial Dock - 6420		18,356	270	0	18,626	5,772	1,472	1,591	693	9,528	28,154		

NOTES:

Town of Southampton
2022 Adopted Budget
Shinnecock Commercial Dock - 6420

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Other Revenue:																
2413	Shinnecock Commercial Dock Rental	38,000	47,320	37,848	37,848	46,115	45,839	45,839	45,678	45,678	7,830	20.69%	38,724	38,724	38,724	38,724
	Total Other Revenue	38,000	47,320	37,848	37,848	46,115	45,839	45,839	45,678	45,678	7,830	20.69%	38,724	38,724	38,724	38,724
	Total Revenue	38,000	47,320	37,848	37,848	46,115	45,839	45,839	45,678	45,678	7,830	20.69%	38,724	38,724	38,724	38,724
Salaries:																
6100	Salaries	11,292	6,347	11,310	11,310	8,463	11,697	11,697	11,697	11,697	(387)	(3.42%)	12,101	12,101	12,101	12,101
6105	Part Time Salaries	6,528	1,322	6,528	6,528	6,414	6,659	6,659	6,659	6,659	(131)	(2.00%)	6,792	6,792	6,792	6,792
6110	Longevity	267	254	262	262	0	270	270	270	270	(9)	(3.40%)	280	280	280	280
	Total Salaries	18,087	7,923	18,099	18,099	14,877	18,626	18,626	18,626	18,626	(527)	(2.91%)	19,173	19,173	19,173	19,173
Employee Benefits - Current:																
6810	Employee Retirement - Active	1,519	1,515	1,676	1,676	1,351	1,591	1,591	1,430	1,430	246	14.69%	1,646	1,646	1,646	1,646
6830	FICA Tax Expenditure	1,449	584	1,430	1,430	1,109	1,472	1,472	1,472	1,472	(43)	(2.98%)	1,515	1,515	1,515	1,515
6835	MTA Tax	64	26	64	64	44	65	65	65	65	(2)	(3.04%)	67	67	67	67
6840	Worker's Compensation	857	661	587	587	458	617	617	617	617	(30)	(5.10%)	636	636	636	636
6860	Medical Insurance - Active Employees	5,422	2,561	5,422	5,422	3,973	5,458	5,458	5,458	5,458	(36)	(0.66%)	5,458	5,458	5,458	5,458
6865	Dental & Optical	276	141	276	276	218	314	314	314	314	(38)	(13.91%)	314	314	314	314
6875	Disability	10	3	10	10	4	11	11	11	11	0	(1.44%)	11	11	11	11
	Total Employee Benefits - Current	9,598	5,491	9,465	9,465	7,156	9,528	9,528	9,367	9,367	97	1.03%	9,647	9,647	9,647	9,647
	Total Employee Costs	27,685	13,414	27,564	27,564	22,032	28,154	28,154	27,993	27,993	(430)	(1.56%)	28,819	28,819	28,819	28,819
Contractual:																
6401	Contracts	1,500	2,671	1,500	2,900	2,620	4,900	4,900	4,900	4,900	(2,000)	(68.95%)	1,500	1,500	1,500	1,500
6404	Electric	5,000	2,583	5,000	5,000	2,079	5,000	5,000	5,000	5,000	0	0.00%	5,000	5,000	5,000	5,000
6405	Fuel Oil	1,700	801	1,700	1,700	866	1,700	1,700	1,700	1,700	0	0.00%	1,700	1,700	1,700	1,700
6406	Repair Equipment	1,504	0	1,473	73	0	3,473	3,473	3,473	3,473	(3,400)	(4657.53%)	1,238	1,238	1,238	1,238
6407	Repair Building	500	474	500	500	193	2,500	2,500	2,500	2,500	(2,000)	(400.00%)	422	422	422	422
6499	Contingent	111	0	111	111	0	111	111	111	111	0	0.00%	45	45	45	45
	Total Contractual	10,315	6,528	10,284	10,284	5,758	17,684	17,684	17,684	17,684	(7,400)	(71.95%)	9,905	9,905	9,905	9,905
	Total Expenditures	38,000	19,942	37,848	37,848	27,791	45,839	45,839	45,678	45,678	(7,830)	(20.69%)	38,724	38,724	38,724	38,724
	Net Surplus (Deficit)	0	27,378	0	0	18,324	0	0	0	0			0	0	0	0

POXABOGUE GOLF COURSE- SUMMARY

Department: Poxabogue Golf Course

Budget Year: 2022

Division: Parks & Recreation Department

Tax District: Poxabogue Golf Course

Cost Center #: 7181

Manager: Kristen Doulos

NOTES:

Departmental Mission & Responsibilities:

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

Workload:

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

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

Goals & Objectives:

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

Legal Authority:

Established in 2004.

Resolution 2004-113, dated January 13, 2004.

Town of Southampton

2022 Adopted Budget

Poxabogue Golf Course - 7181

Account Code	Description	2020 Adopted Budget	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2021 Dec YTD Actual	2022 Requested Budget	2022 Tentative Budget	2022 Preliminary Budget	2022 Adopted Budget	2022 Adopted / 2021 Amended Difference	2022 Adopted / 2021 Amended % of Change	2023 Requested Budget	2023 Tentative Budget	2023 Preliminary Budget	2023 Adopted Budget
Other Revenue:																
1201	Interest And Earnings	4,000	3,566	4,000	4,000	750	200	200	200	200	(3,800)	(94.99%)	200	200	200	200
2011	Rentals	181,000	192,480	181,000	181,000	168,544	184,800	184,800	184,800	184,800	3,800	2.10%	184,800	184,800	184,800	184,800
2770	Miscellaneous	0	16,355	0	0	94,502	0	95,000	95,000	95,000	95,000	100.00%	0	0	0	0
	Total Other Revenue	185,000	212,401	185,000	185,000	263,795	185,000	280,000	280,000	280,000	95,000	51.35%	185,000	185,000	185,000	185,000
	Total Employee Costs										0	0.00%				
Contractual:																
6401	Contracts	0	0	0	129,488	12,330	0	0	0	0	129,488	100.00%	0	0	0	0
6404	Electric	6,000	2,772	6,000	6,000	2,080	6,000	6,000	6,000	6,000	0	0.00%	5,999	5,999	5,999	5,999
6405	Fuel Oil	8,000	4,822	8,000	8,000	3,909	8,000	8,000	8,000	8,000	0	0.00%	8,001	8,001	8,001	8,001
6407	Repair Building	25,000	0	25,000	7,000	534	25,000	25,000	25,000	25,000	(18,000)	(257.14%)	25,000	25,000	25,000	25,000
6415	Telephone	6,000	764	6,000	6,000	932	6,000	6,000	6,000	6,000	0	0.00%	6,000	6,000	6,000	6,000
6420	Other	15,000	4,065	15,000	15,000	139	15,000	15,000	15,000	15,000	0	0.00%	15,000	15,000	15,000	15,000
6455	Depreciation	0	71,836	0	0	35,988	0	0	0	0	0	0.00%	0	0	0	0
	Total Contractual	60,000	84,258	60,000	171,488	55,913	60,000	60,000	60,000	60,000	111,488	65.01%	60,000	60,000	60,000	60,000
Debt Service:																
6900	Interfund Transfer Expense	150,000	150,000	150,000	150,000	150,000	150,000	225,000	225,000	225,000	(75,000)	(50.00%)	150,000	150,000	150,000	150,000
	Total Debt Service	150,000	150,000	150,000	150,000	150,000	150,000	225,000	225,000	225,000	(75,000)	(50.00%)	150,000	150,000	150,000	150,000
	Total Expenditures	210,000	234,258	210,000	321,488	205,913	210,000	285,000	285,000	285,000	36,488	11.35%	210,000	210,000	210,000	210,000
	Net Surplus (Deficit)	(25,000)	(21,857)	(25,000)	(136,488)	57,883	(25,000)	(5,000)	(5,000)	(5,000)			(25,000)	(25,000)	(25,000)	(25,000)
Appropriated Fund Balance:																
9090	Appropriated Fund Balance	25,000	0	25,000	136,488	0	25,000	5,000	5,000	5,000			25,000	25,000	25,000	25,000
	Net Surplus (Deficit)	0	(21,857)	0	0	57,883	0	0	0	0			0	0	0	0