

# 2024 ORGANIZATIONAL CHART PARKS & RECREATION

Main Line: 728-8585  
Fax: 728-8525

**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**

SENIOR PARK  
ATTENDANT

SEASONAL & PART  
TIME PARK/MARINA  
ATTENDANT STAFF

**CAPITAL PROJECTS**

BIDS AND  
CONTRACTS

POXABOGUE  
GOLF COURSE

**PARKS DISTRICTS  
PARKING DISTRICT**

**PARKS MAINTENANCE**

STREET LIGHTING

DOCKS & MARINAS

SENIOR  
OFFICE ASSISTANT

CREW LEADER

FULL TIME & PART TIME  
PARKS MAINTENANCE STAFF

## PARKS & RECREATION ADMIN - SUMMARY

*Department: Parks & Recreation Admin*

**Budget Year:** 2024

**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:** 2024

**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:**

---

## 2024 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
<b>ALCOHOLIC BEVERAGE PERMITS <sup>1</sup></b>		
Pursuant to Chapter 111 of the Town Code		
(Beer & Wine Only. Max. 100 persons.	\$ 100 4-25 1 - 24 people	
Fee is in addition to Facility Use Permit Fee	\$ 250 26-75 25 - 49 people	\$150 for 25 people
and Caterer Service Fee – if applicable.	\$ 350 76-100 50 - 75 people	\$100 for 50-75 people
Certain restrictions apply.)	<b>\$ 450 76 - 100 people</b>	<b>\$100 for 76-100 people</b>
	Note: Special Event Permit May Be Required	
<b>BEACH PARKING PERMIT FEES</b>		
	<b>Fee</b>	
Resident Full Season Parking Permit	<b>\$50 per vehicle</b>	
Senior Resident Full Season Parking Permit (Age 62+)	<b>\$40 per vehicle</b>	
<b>Full-Time</b> Town Employee Parking Permit (1 per Employee)	<b>\$ 75 per vehicle</b>	
Non-resident Full Season Parking Permit	<del>\$400</del> <b>\$450 per vehicle</b>	<b>\$50</b>
Non-resident Daily Parking Permit (9am -9pm)	<del>\$ 30</del> <b>\$40 per vehicle</b>	<b>\$10</b>
<b>Sunset Daily Parking Permit (5pm - 9pm)</b>	<b>\$ 15 per vehicle</b>	<b>\$ 15 per vehicle</b>
Non-resident Marine Park Permit (May - Sept.)	<b>\$ 100 per vehicle</b>	
<b>Incorporated Village of Sag Harbor residents within the boundaries of Town of East Hampton</b>	<b>\$ 50 per vehicle (Sagg Main, W. Scott Cameron, Mecox &amp; Foster Memorial "Long" Beach Access Only) or for access to any Southampton Town Beach/Access Road you may purchase a \$400 Full-Season Non-Resident Parking Permit</b>	<b>\$50 per vehicle \$400 Full-Season Non-Resident Parking Permit</b>
After-Hour Fishing Access: 9pm - 6am access (must have current Town Beach Parking Permit or Town Trustee Special Parking Permit)	Resident \$ 25 Senior Resident \$ 15 Non-Resident \$ 75 <b>(Also known as: Our Night Fishing Permit)</b>	
Special Courtesy Parking Permit: (college/school/research programs)	No Charge	
<b>Resident</b> Veterans/Fire/EMS Parking Permit	No Charge	
<b>Replacement Permit</b>	<b>\$10 per permit</b>	

## 2024 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
<b>BEACH FACILITY USE PERMITS <sup>2</sup></b>	<b>Fee</b>	
Parking Lot Rental (Resident/Taxpayer 6pm-11pm)	<del>\$1,000</del> <b>\$1500</b>	<b>\$ 500</b>
Parking Lot Rental (Commercial/Film/Etc.)	TBD Upon Review of Application	
<b><u>Events/Not-for-Profit</u></b>	<del>\$ 400</del> <b>\$500</b> per 8-hour time frame + <del>\$50</del> <b>\$75</b> per each add'l hour	<b>\$100 per 8-hour time frame \$25 per each add'l hour</b>
<b><u>Commercial</u></b>	<del>\$ 1600</del> <b>\$2,000</b> per 8-hour time frame + <del>\$50</del> <b>\$275</b> per each add'l hour	<b>\$400 per 8-hour time frame \$225 per each add'l hour</b>
<b><u>Late Filing Fee (30 days prior to event)</u></b>	<b>\$ 250</b>	<b>\$ 250</b>
	Note: Special Event Permit May Be Required	
<b><u>Gatherings</u></b>		
<b><u>"After Hours" (6 pm – 11 pm)</u></b>		
Resident/taxpayer <b>1 - 100 people</b>	\$ 50 1—25 <b>1 - 24</b> people \$ 100 26—75 <b>25 - 49</b> people	<b>\$50 for 25 people</b>
	<del>\$150</del> <b>\$250</b> 76—100 <b>50 - 75</b> people	<b>\$150 for 50 - 75 people</b>
	<b>\$ 350 76 - 100 people</b>	<b>\$200 for 76 - 100 people</b>
(Guests have Town beach parking permits)		
<b><u>"After Hours" (6 pm – 11 pm) - Parking Waivers Required</u></b>		
Resident/taxpayer 1 - 100 people	\$ 150 1—25 <b>1 - 24</b> people \$ 200 26—75 <b>25 - 49</b> people	<b>\$50 for 25 people</b>
	<del>\$ 300</del> <b>\$450</b> 76—100 <b>50 - 75</b> people	<b>\$250 for 50 - 75 people</b>
	<b>\$ 550 76 - 100 people</b>	<b>\$250 for 76 - 100 people</b>
(includes facility use permit and parking waivers for guests)		
<b><u>Caterer service (Ins. Required - \$1M Liability w/ Town as add'l insured)</u></b>	\$300 1—25 <b>1 - 24</b> people \$400 26—75 <b>25 - 49</b> people \$500 76—100 <b>50 - 75</b> people <b>\$200 Security Deposit Required</b>	<b>\$100 for 25 people \$100 for 50 - 75 people \$200 Security Deposit</b>
(Fee is in addition to the Facility Use Permit Fee)	<b>\$ 600 76 - 100 people \$200 Security Deposit Required</b>	<b>\$100 for 76 - 100 people \$200 Security Deposit</b>
<b><u>Event Planner / Set-Up (Ins. Required - \$1M Liability w/ Town as add'l insured)</u></b>	<b>\$300</b>	
(Fee is in addition to the Facility Use Permit Fee)	<b>\$500 Security Deposit May be Required Refundable \$500</b>	
<b>Facility Permit Application Late Fees</b>	<b>\$100 Same Day Event (Must be submitted by 2pm)</b> <b>\$ 75 Next Day Event</b> <b>\$ 50 2 Business Days</b>	
<b>Facility Permit Application Re-Scheduling Fee(s)</b>	<b>\$50 (1st revision), \$100 (2nd revision), \$150 (3rd revision) Max of 3</b>	

## 2024 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
<b>Local School Districts</b> 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 <sup>st</sup> and <u>after</u> Labor Day	\$400 <del>\$200</del> Town opens and closes – Facility Use Permit Requested	\$100
Beach use <u>with</u> restrooms and lifeguards <u>prior to</u> July 1 <sup>st</sup> and <u>after</u> Labor Day	\$400 <del>\$200</del> Facility Use Permit Requested, Insurance Certificate \$1M w/ TOS as “add’l insured”	\$100
	\$250 for 3 lifeguards and equipment, 3-hr min. + <del>\$85</del> <b>\$90</b> per hr for each add’l hr.	\$5 per each add’l hour
	<b>\$ 85 for an add’l lifeguard and equipment, 3-hr min. + \$30 per each add’l hr.</b>	<b>\$85 for an add’l lifeguard \$30 per each add’l hr.</b>
<b>Local Not-for-Profit Camps</b>	<b>TBD Upon Review of Application</b>	
<b>Tiana Beach Activity Center</b> <sup>2</sup>		
Resident/taxpayer for 5 hours	<del>\$800</del> <b>4-75 1 - 49 people</b>	
(Maximum <del>450</del> <b>125</b> guests - Parking at Tiana Beach)	<del>\$1,200</del> <b>76-150 50 - 75 people</b>	\$400 for 50 - 75 people
Certain restrictions apply	<del>\$ 2,000</del> <b>76 - 125 people</b>	\$800 for 76 - 125 people
	<b>\$500 Security Deposit Required Refundable-</b>	
<b>Early Access</b>	<b>\$300 (up to 2hrs prior to event)</b>	
<b>Showing Fee (by appt. only)</b>	<b>\$75 per hour</b>	
<b>SHOWMOBILE/EQUIPMENT FACILITY USE PERMITS</b>	<b>Fee</b>	
Portable Stage Mobile (uncovered)	\$ 200 4 Hours + \$50 per each add’l hour	
	\$ 125 Set-Up & Breakdown Fee	
Show Mobile (covered)	\$ 450 4 Hours + \$50 per each add’l hour	
	<del>\$400</del> <b>\$150</b> Staffing per hour	<b>\$50</b>
Additional Fees:	\$ 200 Generator (4 hours + \$50 per each add’l hour)	
	\$ 100 2 Speakers & Microphones	
	\$ 150 Lights (4 hours + \$25 per each add’l hour)	
(Additional charges may apply)	\$ 150 Bleachers (per day)	

## 2024 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
<b>COMMERCIAL DOCK RATES</b>		
<b>FEE</b>		
Suffolk County Resident Annual Slip Rental	\$70 per foot	
Transient Fee	\$ 1 per foot per day	
<b>CONSCIENCE POINT MARINA RATES</b>		
<b>Fee</b>		
Fuel	AS DETERMINED BY COMPTROLLER	
Winter Storage (November 16 - 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 - November 15)	\$ 140 per foot - 30 feet or less LOA \$ 150 per foot - 31 feet or more LOA w/ \$200 for electric hook-up (\$ .30 per KWH over 1,000 KWH)	
Pre & Post Season	\$100 <del>\$200</del> per week floating dock	<b>\$100 per week</b>
(\$20.00 add'l per week for electric)	\$15 <del>\$30</del> per day floating dock	<b>\$15 per day</b>
	\$150 <del>\$300</del> per week bulkhead	<b>\$150 per week</b>
	\$22 <del>\$44</del> per day bulkhead	<b>\$22 per day</b>
Transient Dockage Fee	\$ 75 per day - 30 feet or less \$ 125 per day - 31 feet or more	
EQ Marina (May 1 - October 31)	\$ 110 <del>\$115</del> per foot - 25 feet or less	<b>\$5 per foot</b>
Pine Neck (April 15 - November 15)	\$ 110 <del>\$120</del> per foot - 30 feet or less	<b>\$10 per foot</b>
Beaver Dam Creek Marina (May 1 - October 31)	\$ 110 per foot - 25 feet or less	
Bishop's Marina (May 1 - October 31)	\$ 110 per foot - 25 feet or less	

## 2024 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
<b>CONCESSION RATES</b> <sup>3</sup>	<b>MINIMUM FEE</b>	
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	\$1,000	
Tiana Beach	\$5,000; w/ food truck add'l \$1,000	
Ponquogue Beach	\$25,000	
Hot Dog Beach	\$250	
Good Ground Park (Food Truck)	\$100 per event	
Good Ground Park (Ice Cream)	\$500	
<b>COMMERCIAL PHOTOGRAPHY FACILITY PERMITS</b>	<b>FEE</b>	
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 add'l hr (over 8 hours)	\$50	
STUDENT FEE	\$90	

## 2024 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
<b>PARKS FACILITY USE PERMITS <sup>2</sup></b>	<b>Fee</b>	
Parks Facility Use Permit for Events/Fundraisers <b>Non-Profit/Southampton Town Sponsored Events</b>	\$300 per 8 hour time frame + \$35 per each add'l hour Note: Special Event Permit May Be Required	
Commercial /Film/Etc. <b>(Residents Only)</b>	TBD Upon Review of Application <b>\$ 400 per 8-hour time frame + \$50 per each add'l hr.</b>	<b>\$ 400 per 8-hour time frame + \$50 per each add'l hr.</b>
	<b>Note: Special Event Permit May Be Required</b>	
<b>Corwith Ave. &amp; Sayre Park Facility Use Permits</b>		
Event Fee	\$ 2,500 per day (includes parking)	
Parking Only	\$ 600 per 8 hrs + \$50 per each add'l hour	
Security Deposit (Required)	<b>\$ 2,500 Refundable</b>	
<b>Red Creek Park Activity Center</b>	<del>\$175</del> <b>\$200</b> 1 - 50 people	<b>\$25</b>
Resident/taxpayer for 5 hours	<del>\$225</del> <b>\$250</b> 51-100 people	<b>\$25</b>
(Max. 100 guests)	<b>\$200 Cash Security Deposit Required – Refundable \$100</b>	<b>\$100</b>
<b>Red Creek Park Picnic Pavilions</b>	<del>\$100</del> <b>\$125</b> 1 - 50 people	<b>\$25</b>
Resident/taxpayer for 5 hours	<del>\$125</del> <b>\$175</b> 51-100 people	<b>\$50</b>
(Max. 100 guests)		
<b>Sports Fields/Sports Courts</b>		
Ball fields:	\$30 per hour	
w/ lights:	\$30 per hour + field fee	
Tournament Fees: w/ lights	\$175 per 8 hrs + \$10 per hr OT	
Basketball Courts: 2 hours	\$10 per court	
Hockey Rink: 2 hours	\$20	
w/ lights: 2 hours	\$40 per 2 hours + hockey rink fee	
Volleyball Court: 2 hours	<del>\$10 per court</del>	
Soccer Field	\$20 per hour	
<b>Leagues (Add'l Fees Apply)</b>	<b>TBD Upon Review of Application</b>	
<b>SOFTBALL LEAGUES</b>	\$150 per Team \$100 Over 40 Plus \$50 Per Non-Resident Individual	

## 2024 Parks and Recreation Fee Schedule

	Fee	Proposed Increase
<b>Skate Park Memberships</b>		
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>		
<b>FOOTNOTES :</b>		
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 1/1/24	Alloc. %
<b>Parks &amp; Recreation Department</b>													
<b>Parks &amp; Recreation Admin</b>													
<b>Parks &amp; Recreation Admin - 7020</b>													
Town Parks Director	ADMINISTRATIVE	132,215	5,289	4,522	142,026	38,484	8,740	16,360	4,560	68,144	210,169	16.8	100.0
Account Clerk Typist	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 6	56,116	3,367	0	59,483	36,756	4,569	6,690	468	48,483	107,966	12.8	100.0
Office Assistant - Vacant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 5	51,239	0	0	51,239	36,756	3,937	5,764	418	46,875	98,115		100.0
Senior Account Clerk Typist	CSEA40HOUR-NEW / CSEA40HOUR-NEW - E / Step 6	65,934	6,593	0	72,528	36,756	5,571	8,156	555	51,038	123,565	20.8	100.0
Senior Office Assistant	CSEA40HOUR-NEW / CSEA40HOUR-NEW - D / Step 6	61,595	4,928	471	66,993	36,756	5,146	7,534	517	49,953	116,946	17.6	100.0
Office Assistant	PART-TIME	20,808	0	0	20,808	0	1,599	0	180	1,779	22,587		100.0
Office Assistant	PART-TIME	15,154	0	0	15,154	0	1,164	0	136	1,300	16,455		100.0
Office Assistant	SEASONAL	7,577	0	0	7,577	0	582	0	77	659	8,236		100.0
<b>Total Parks &amp; Recreation Admin - 7020</b>		<b>410,638</b>	<b>20,177</b>	<b>4,993</b>	<b>435,808</b>	<b>185,508</b>	<b>31,308</b>	<b>44,503</b>	<b>6,912</b>	<b>268,230</b>	<b>704,039</b>		

**NOTES:**

# Town of Southampton

## 2024 Adopted Budget

### Parks & Recreation Admin - 7020

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget	
<b>Real Property Taxes:</b>																	
1001	Property Taxes	637,759	618,283	692,653	692,653	692,653	707,427	724,139	724,139	724,139	31,486	4.55%	721,068	737,617	737,617	737,617	
	<b>Total Real Property Taxes</b>	637,759	618,283	692,653	692,653	692,653	707,427	724,139	724,139	724,139	31,486	4.55%	721,068	737,617	737,617	737,617	
	<b>Total Revenue</b>	<b>637,759</b>	<b>618,283</b>	<b>692,653</b>	<b>692,653</b>	<b>692,653</b>	<b>707,427</b>	<b>724,139</b>	<b>724,139</b>	<b>724,139</b>	<b>31,486</b>	<b>4.55%</b>	<b>721,068</b>	<b>737,617</b>	<b>737,617</b>	<b>737,617</b>	
<b>Salaries:</b>																	
6100	Salaries	335,591	298,083	355,883	355,883	268,355	367,099	367,099	367,099	367,099	(11,217)	(3.15%)	377,779	377,779	377,779	377,779	
6103	Accumulated Sick/Personal Days	2,117	1,965	7,067	7,909	7,908	4,993	4,993	4,993	4,993	2,916	36.87%	4,993	4,993	4,993	4,993	
6105	Part Time Salaries	43,131	28,277	43,539	42,697	17,578	43,539	43,539	43,539	43,539	(842)	(1.97%)	43,539	43,539	43,539	43,539	
6110	Longevity	17,305	17,825	19,506	19,506	19,585	20,177	20,177	20,177	20,177	(671)	(3.44%)	20,597	20,597	20,597	20,597	
	<b>Total Salaries</b>	398,144	346,150	425,995	425,995	313,425	435,808	435,808	435,808	435,808	(9,814)	(2.30%)	446,908	446,908	446,908	446,908	
<b>Employee Benefits - Current:</b>																	
6810	Employee Retirement - Active	41,531	41,685	44,927	44,927	36,897	43,299	44,503	44,503	44,503	423	0.94%	44,523	45,761	45,761	45,761	
6830	FICA Tax Expenditure	29,185	25,447	30,600	30,600	23,110	31,299	31,308	31,308	31,308	(708)	(2.31%)	31,947	31,956	31,956	31,956	
6835	MTA Tax	1,370	1,153	1,465	1,465	974	1,499	1,500	1,500	1,500	(34)	(2.34%)	1,537	1,538	1,538	1,538	
6840	Worker's Compensation	4,824	4,925	5,016	5,016	4,657	5,146	5,271	5,271	5,271	(255)	(5.08%)	5,277	5,404	5,404	5,404	
6860	Medical Insurance - Active Employees	137,304	121,251	156,510	156,510	112,684	156,510	176,928	176,928	176,928	(20,418)	(13.05%)	156,510	176,928	176,928	176,928	
6865	Dental & Optical	7,860	6,463	8,100	8,100	5,652	13,824	8,580	8,580	8,580	(480)	(5.93%)	13,824	8,580	8,580	8,580	
6875	Disability	141	19	141	141	19	141	141	141	141	0	0.00%	141	141	141	141	
	<b>Total Employee Benefits - Current</b>	222,215	200,944	246,758	246,758	183,993	251,719	268,230	268,230	268,230	(21,472)	(8.70%)	253,759	270,309	270,309	270,309	
	<b>Total Employee Costs</b>	<b>620,359</b>	<b>547,094</b>	<b>672,753</b>	<b>672,753</b>	<b>497,418</b>	<b>687,527</b>	<b>704,039</b>	<b>704,039</b>	<b>704,039</b>	<b>(31,286)</b>	<b>(4.65%)</b>	<b>700,668</b>	<b>717,217</b>	<b>717,217</b>	<b>717,217</b>	
<b>Contractual:</b>																	
6401	Contracts	650	381	650	250	45	650	650	650	650	(400)	(160.06%)	650	650	650	650	
6404	Electric	3,800	5,047	3,800	3,800	3,041	3,800	4,200	4,200	4,200	(400)	(10.53%)	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	518	600	600	518	600	600	600	600	0	0.00%	600	600	600	600	
6411	Printing and Stationery	200	103	200	200	199	200	200	200	200	0	0.00%	200	200	200	200	
6420	Other	5,500	7,836	8,000	8,000	5,315	8,000	8,000	8,000	8,000	0	0.00%	8,500	8,500	8,500	8,500	
6425	Office Supplies	1,700	1,548	1,700	2,100	1,543	1,700	1,700	1,700	1,700	400	19.05%	1,700	1,700	1,700	1,700	
6426	Supplies - Other	250	239	250	250	225	250	250	250	250	0	0.00%	250	250	250	250	
6466	Telephone - Wireless	1,700	1,126	1,700	1,700	749	1,700	1,500	1,500	1,500	200	11.76%	1,700	1,700	1,700	1,700	
6477	Copier Leases	1,000	15	1,000	1,000	9	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000	
	<b>Total Contractual</b>	17,400	16,814	19,900	19,900	11,646	19,900	20,100	20,100	20,100	(200)	(1.01%)	20,400	20,400	20,400	20,400	
	<b>Total Expenditures</b>	<b>637,759</b>	<b>563,908</b>	<b>692,653</b>	<b>692,653</b>	<b>509,064</b>	<b>707,427</b>	<b>724,139</b>	<b>724,139</b>	<b>724,139</b>	<b>(31,486)</b>	<b>(4.55%)</b>	<b>721,068</b>	<b>737,617</b>	<b>737,617</b>	<b>737,617</b>	
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>54,375</b>	<b>0</b>	<b>0</b>	<b>183,589</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

## RECREATION PROGRAMS ADMIN - SUMMARY

*Department: Recreation Programs Admin*

**Budget Year:** 2024

**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 1/1/24	Alloc. %
<b>Parks &amp; Recreation Department</b>													
<b>Recreation</b>													
Recreation Aide I	SEASONAL	2,666	0	0	2,666	0	205	0	44	249	2,915		100.0
Recreation Aide I	SEASONAL	2,666	0	0	2,666	0	205	0	44	249	2,915		100.0
Recreation Aide I	SEASONAL	2,666	0	0	2,666	0	205	0	44	249	2,915		100.0
Recreation Aide I	SEASONAL	2,666	0	0	2,666	0	205	0	44	249	2,915		100.0
Recreation Aide I	SEASONAL	2,666	0	0	2,666	0	205	0	44	249	2,915		100.0
Recreation Aide I	SEASONAL	2,666	0	0	2,666	0	205	0	44	249	2,915		100.0
Recreation Leader	SEASONAL	2,165	0	0	2,165	0	166	0	25	191	2,355		100.0
Recreation Aide I	SEASONAL	2,666	0	0	2,666	0	205	0	44	249	2,915		100.0
Recreation Aide II	SEASONAL	2,888	0	0	2,888	0	222	0	46	268	3,156		100.0
Recreation Aide II	SEASONAL	2,888	0	0	2,888	0	222	0	46	268	3,156		100.0
Recreation Aide I	SEASONAL	2,165	0	0	2,165	0	166	0	35	201	2,366		100.0
Recreation Aide I	SEASONAL	2,165	0	0	2,165	0	167	0	39	205	2,370		100.0
Recreation Aide II	SEASONAL	2,888	0	0	2,888	0	222	0	46	268	3,156		100.0
Recreation Aide II	SEASONAL	2,888	0	0	2,888	0	222	0	46	268	3,156		100.0
Recreation Aide II	SEASONAL	2,888	0	0	2,888	0	222	0	46	268	3,156		100.0
<b>Total Recreation Programs Admin - 7021</b>		<b>263,664</b>	<b>0</b>	<b>0</b>	<b>263,664</b>	<b>16,560</b>	<b>20,453</b>	<b>10,594</b>	<b>5,405</b>	<b>53,012</b>	<b>316,676</b>		

NOTES:



# PARKS MAINTENANCE - SUMMARY

*Department: Parks Maintenance*

**Budget Year:** 2024

**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:** 2024  
**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:** 2024

**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 1/1/24	Alloc %
<b>Parks &amp; Recreation Department</b>													
<b>Park Maintenance</b>													
<b>Parks Maintenance - 7110</b>													
Town Maintenance Supervisor	ADMINISTRATIVE	106,641	5,333	3,897	115,871	38,484	8,349	13,343	3,686	63,862	179,733	29.9	100.
Groundskeeper I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - B / Step 8	52,980	2,119	0	55,099	36,756	4,339	6,353	1,832	49,279	104,378	6.8	100.
Groundskeeper I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 2	45,202	0	0	45,202	16,560	3,564	5,218	1,559	26,901	72,103	0.8	100.
Groundskeeper I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 2	45,202	0	0	45,202	16,560	3,564	5,218	1,559	26,901	72,103	0.7	100.
Groundskeeper I - VACANT - New Position 2024	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - A / Step 1	44,569	0	0	44,569	36,756	3,514	5,144	1,538	46,952	91,520		100.
Groundskeeper II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 8	57,276	3,437	0	60,713	36,756	4,779	6,996	1,983	50,513	111,226	10.8	100.
Groundskeeper II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 8	57,276	3,437	0	60,713	18,204	4,779	6,996	1,983	31,961	92,674	9.6	100.
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	53,914	0	0	53,914	16,560	4,251	6,223	1,856	28,890	82,804	1.6	100.
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	53,914	0	0	53,914	16,560	4,251	6,223	1,856	28,890	82,804	1.6	100.
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 4	54,655	0	0	54,655	16,560	4,309	6,309	1,882	29,059	83,715	3.3	100.
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 2	53,173	0	0	53,173	36,756	4,397	6,438	4,520	52,111	105,284	1.3	100.
Maintenance Mechanic I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	53,914	0	0	53,914	16,560	4,251	6,223	1,856	28,890	82,804	2.3	100.
Maintenance Mechanic II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 4	62,970	0	7,859	70,829	1,716	5,809	8,504	5,376	21,405	92,234	3.3	100.
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 8	29,837	1,790	0	31,627	14,702	2,508	3,672	1,276	22,159	53,786	10.8	40.

**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 1/1/24	Alloc. %
<b>Parks &amp; Recreation Department</b>													
<b>Park Maintenance</b>													
Maintenance Mechanic IV	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - I / Step 3	78,341	4,700	594	83,636	16,560	6,582	9,636	2,707	35,485	119,121	9.6	100.0
Parks Maintenance Crew Leader	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - I / Step 8	83,229	4,994	0	88,223	36,756	6,944	10,166	2,873	56,739	144,962	11.4	100.0
Senior Park Attendant	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - C / Step 3	53,914	0	0	53,914	16,560	4,251	6,223	1,856	28,890	82,804	1.8	100.0
Maintenance Mechanic II	CSEA40HOUR-NEW / CSEA40HOUR-NEW - E / Step 3	62,873	5,030	0	67,903	18,204	5,342	7,821	2,179	33,545	101,448	17.3	100.0
Maintenance Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 6	74,592	7,459	0	82,052	36,756	6,452	9,445	2,587	55,240	137,292	22.6	100.0
Maintenance Mechanic III	CSEA40HOUR-NEW / CSEA40HOUR-NEW - G / Step 6	74,592	7,459	0	82,052	36,756	6,452	9,445	2,587	55,240	137,292	20.0	100.0
Groundskeeper III	CSEA40HOUR-OLD / CSEA40HOUR-OLD - 11 / Step 6	85,549	8,555	563	94,667	40,644	7,442	10,896	2,966	61,948	156,616	33.3	100.0
Groundskeeper I	PART-TIME	8,281	0	0	8,281	0	653	0	300	953	9,234		100.0
Groundskeeper I	PART-TIME	8,000	0	0	8,000	0	631	0	290	921	8,921		100.0
Automotive Equipment Operator	SEASONAL	8,000	0	0	8,000	0	631	0	290	921	8,921		100.0
Groundskeeper I	SEASONAL	8,000	0	0	8,000	0	631	0	290	921	8,921		100.0
Groundskeeper I	SEASONAL	8,000	0	0	8,000	0	631	0	290	921	8,921		100.0
Groundskeeper I	SEASONAL	8,000	0	0	8,000	0	631	0	290	921	8,921		100.0
Groundskeeper I	SEASONAL	8,000	0	0	8,000	0	631	0	290	921	8,921		100.0
Maintenance Mechanic I	SEASONAL	9,000	0	0	9,000	0	710	0	325	1,034	10,034		100.0
Park Attendant	SEASONAL	8,281	0	0	8,281	0	653	0	300	953	9,234		100.0
Park Attendant	SEASONAL	8,281	0	0	8,281	0	653	0	300	953	9,234		100.0
Park Attendant	SEASONAL	8,281	0	0	8,281	0	653	0	300	953	9,234		100.0
<b>Total Parks Maintenance - 7110</b>		<b>1,374,738</b>	<b>54,313</b>	<b>12,913</b>	<b>1,441,964</b>	<b>521,726</b>	<b>113,230</b>	<b>156,492</b>	<b>53,786</b>	<b>845,234</b>	<b>2,287,198</b>		

## NOTES:

# Town of Southampton

## 2024 Adopted Budget

### Parks Maintenance - 7110

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
<b>Real Property Taxes:</b>																
1001	Property Taxes	2,513,591	2,556,440	3,048,875	3,048,875	3,048,875	3,099,251	3,201,323	3,201,323	3,201,323	152,448	5.00%	3,059,263	3,167,786	3,167,786	3,167,786
	<b>Total Real Property Taxes</b>	2,513,591	2,556,440	3,048,875	3,048,875	3,048,875	3,099,251	3,201,323	3,201,323	3,201,323	152,448	5.00%	3,059,263	3,167,786	3,167,786	3,167,786
<b>Other Revenue:</b>																
1521	Departmental Income	25,000	32,108	25,000	25,000	32,041	25,000	25,000	25,000	25,000	0	0.00%	24,999	24,999	24,999	24,999
2701	Miscellaneous Tax Receipts	0	336	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
2770	Miscellaneous	0	0	0	0	478	0	0	0	0	0	0.00%	0	0	0	0
	<b>Total Other Revenue</b>	25,000	32,443	25,000	25,000	32,519	25,000	25,000	25,000	25,000	0	0.00%	24,999	24,999	24,999	24,999
	<b>Total Revenue</b>	<b>2,538,591</b>	<b>2,588,883</b>	<b>3,073,875</b>	<b>3,073,875</b>	<b>3,081,394</b>	<b>3,124,251</b>	<b>3,226,323</b>	<b>3,226,323</b>	<b>3,226,323</b>	<b>152,448</b>	<b>4.96%</b>	<b>3,084,262</b>	<b>3,192,785</b>	<b>3,192,785</b>	<b>3,192,785</b>
<b>Salaries:</b>																
6100	Salaries	1,049,955	1,046,340	1,212,697	1,212,697	1,022,446	1,240,047	1,284,615	1,284,615	1,284,615	(71,918)	(5.93%)	1,280,122	1,326,455	1,326,455	1,326,455
6101	Overtime	50,000	53,467	50,000	50,000	36,224	50,000	50,000	50,000	50,000	0	0.00%	50,000	50,000	50,000	50,000
6103	Accumulated Sick/Personal Days	5,628	3,859	3,119	3,373	3,372	5,054	5,054	5,054	5,054	(1,681)	(49.84%)	5,054	5,054	5,054	5,054
6105	Part Time Salaries	92,851	44,782	90,122	90,122	34,968	90,122	90,122	90,122	90,122	0	0.00%	90,122	90,122	90,122	90,122
6110	Longevity	48,432	42,664	50,787	50,787	51,148	54,313	54,313	54,313	54,313	(3,526)	(6.94%)	55,704	55,704	55,704	55,704
6127	Cash in Lieu of Health Benefits	8,720	7,829	6,899	6,899	3,811	6,899	7,859	7,859	7,859	(960)	(13.92%)	6,899	7,859	7,859	7,859
	<b>Total Salaries</b>	1,255,586	1,198,941	1,413,625	1,413,879	1,151,969	1,446,435	1,491,964	1,491,964	1,491,964	(78,085)	(5.52%)	1,487,901	1,535,194	1,535,194	1,535,194
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	132,466	132,956	152,350	152,350	125,121	146,821	156,492	156,492	156,492	(4,142)	(2.72%)	151,486	161,503	161,503	161,503
6830	FICA Tax Expenditure	98,601	89,636	110,936	110,682	85,679	113,210	117,055	117,055	117,055	(6,374)	(5.76%)	116,314	120,308	120,308	120,308
6835	MTA Tax	4,396	4,069	4,951	4,951	3,493	5,066	5,236	5,236	5,236	(285)	(5.76%)	5,211	5,389	5,389	5,389
6840	Worker's Compensation	37,271	38,054	42,611	42,611	39,561	43,422	48,165	48,165	48,165	(5,554)	(13.03%)	44,753	49,681	49,681	49,681
6860	Medical Insurance - Active Employees	339,985	322,399	473,308	473,308	361,690	438,100	486,720	486,720	486,720	(13,412)	(2.83%)	438,100	486,720	486,720	486,720
6865	Dental & Optical	26,960	25,599	31,428	31,428	25,530	52,531	35,006	35,006	35,006	(3,578)	(11.39%)	52,531	35,006	35,006	35,006
6875	Disability	497	26	536	536	31	536	554	554	554	(18)	(3.29%)	536	554	554	554
	<b>Total Employee Benefits - Current</b>	640,175	612,738	816,120	815,866	641,105	799,686	849,229	849,229	849,229	(33,363)	(4.09%)	808,931	859,161	859,161	859,161
	<b>Total Employee Costs</b>	<b>1,895,761</b>	<b>1,811,679</b>	<b>2,229,745</b>	<b>2,229,745</b>	<b>1,793,074</b>	<b>2,246,121</b>	<b>2,341,193</b>	<b>2,341,193</b>	<b>2,341,193</b>	<b>(111,448)</b>	<b>(5.00%)</b>	<b>2,296,832</b>	<b>2,394,355</b>	<b>2,394,355</b>	<b>2,394,355</b>
<b>Equipment:</b>																
6200	Equipment	50,000	5,150	50,000	50,000	44,188	50,000	45,000	45,000	45,000	5,000	10.00%	50,000	50,000	50,000	50,000
6201	Vehicles	0	0	150,000	150,000	88,512	150,000	150,000	150,000	150,000	0	0.00%	50,000	50,000	50,000	50,000
	<b>Total Equipment</b>	50,000	5,150	200,000	200,000	132,700	200,000	195,000	195,000	195,000	5,000	2.50%	100,000	100,000	100,000	100,000
<b>Contractual:</b>																
6401	Contracts	148,300	118,705	148,300	140,800	109,749	148,300	148,300	148,300	148,300	(7,500)	(5.33%)	148,300	148,300	148,300	148,300
6403	Gasoline	33,000	53,097	38,000	38,000	30,082	38,000	45,000	45,000	45,000	(7,000)	(18.42%)	38,000	49,000	49,000	49,000
6404	Electric	85,000	145,142	120,000	120,000	108,029	140,000	145,000	145,000	145,000	(25,000)	(20.83%)	145,000	145,000	145,000	145,000
6405	Fuel Oil	30,000	23,824	25,000	25,000	12,594	25,000	25,000	25,000	25,000	0	0.00%	30,000	30,000	30,000	30,000
6406	Repair Equipment	35,000	51,776	45,000	47,000	43,652	45,000	45,000	45,000	45,000	2,000	4.26%	40,000	40,000	40,000	40,000
6407	Repair Building	85,000	88,532	85,000	54,250	43,766	65,000	65,000	65,000	65,000	(10,750)	(19.82%)	85,000	85,000	85,000	85,000
6408	Repair Vehicle	30,000	53,498	40,000	40,000	30,550	40,000	40,000	40,000	40,000	0	0.00%	40,000	40,000	40,000	40,000
6415	Telephone	2,000	2,642	2,500	3,000	2,514	2,500	2,500	2,500	2,500	500	16.67%	2,500	2,500	2,500	2,500
6418	Uniforms	6,000	4,055	6,000	6,750	6,732	8,000	8,000	8,000	8,000	(1,250)	(18.52%)	6,000	6,000	6,000	6,000

# Town of Southampton

## 2024 Adopted Budget

### Parks Maintenance - 7110

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended	2024 Adopted / 2023 Amended	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
											Difference	% of Change				
6423	Small Equipment (Non-Capital)	0	3,079	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
6426	Supplies - Other	25,030	35,430	22,830	57,830	56,938	52,830	52,830	52,830	52,830	5,000	8.65%	30,130	30,130	30,130	30,130
6432	Tree & Stump Removal	30,000	32,610	30,000	30,000	4,838	30,000	30,000	30,000	30,000	0	0.00%	40,000	40,000	40,000	40,000
6437	Beach & Dune Monitoring	8,000	4,900	8,000	8,000	0	10,000	10,000	10,000	10,000	(2,000)	(25.00%)	8,000	8,000	8,000	8,000
6441	Diesel Fuel	25,000	35,810	25,000	25,000	19,100	25,000	25,000	25,000	25,000	0	0.00%	25,000	25,000	25,000	25,000
6447	Salt	10,000	0	8,000	8,000	0	8,000	8,000	8,000	8,000	0	0.00%	9,000	9,000	9,000	9,000
6450	Schools & Training	1,000	0	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	500	373	500	500	246	500	500	500	500	0	0.00%	500	500	500	500
6474	Other - Landfill Charges	35,000	34,940	35,000	35,000	19,278	35,000	35,000	35,000	35,000	0	0.00%	35,000	35,000	35,000	35,000
6477	Copier Leases	4,000	1,798	4,000	4,000	428	4,000	4,000	4,000	4,000	0	0.00%	4,000	4,000	4,000	4,000
	<b>Total Contractual</b>	592,830	690,210	644,130	644,130	488,497	678,130	690,130	690,130	690,130	(46,000)	(7.14%)	687,430	698,430	698,430	698,430
	<b>Total Expenditures</b>	<b>2,538,591</b>	<b>2,507,039</b>	<b>3,073,875</b>	<b>3,073,875</b>	<b>2,414,271</b>	<b>3,124,251</b>	<b>3,226,323</b>	<b>3,226,323</b>	<b>3,226,323</b>	<b>(152,448)</b>	<b>(4.96%)</b>	<b>3,084,263</b>	<b>3,192,785</b>	<b>3,192,785</b>	<b>3,192,785</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>81,844</b>	<b>0</b>	<b>0</b>	<b>667,123</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## HAMLET BEAUTIFICATION - SUMMARY

*Department: Hamlet Beautification*

**Budget Year:** 2024  
**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

## 2024 Adopted Budget

### Hamlet Beautification - 7115

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
	<b>Real Property Taxes:</b>															
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
	<b>Total Real Property Taxes</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>0</b>	<b>0.00%</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>
	<b>Total Revenue</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>0</b>	<b>0.00%</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>
	<b>Total Employee Costs</b>										<b>0</b>	<b>0.00%</b>				
	<b>Contractual:</b>															
6401	Contracts	20,000	5,616	20,000	20,000	3,219	20,000	20,000	20,000	20,000	0	0.00%	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	3,090	5,200	5,200	4,174	5,200	5,200	5,200	5,200	0	0.00%	5,200	5,200	5,200	5,200
	<b>Total Contractual</b>	<b>32,200</b>	<b>8,705</b>	<b>32,200</b>	<b>32,200</b>	<b>7,393</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>0</b>	<b>0.00%</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>
	<b>Total Expenditures</b>	<b>32,200</b>	<b>8,705</b>	<b>32,200</b>	<b>32,200</b>	<b>7,393</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>32,200</b>	<b>0</b>	<b>0.00%</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>23,495</b>	<b>0</b>	<b>0</b>	<b>24,807</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# BEACH OPERATIONS - SUMMARY

Department: Beach Operations

Budget Year: 2024

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

## Workload:

Each County approved bathing beach facility is staffed with parking attendants and certified lifeguards seven (7) days per week from 10 am-5pm, from the end of June through Labor Day. In addition to seasonal staff, fulltime staff is needed to repair and maintain over twenty seven (27) pavilions, restrooms, ticket booths and first aid areas. Parking lots are also maintained at the bathing beaches, as well as other access points. Annually, the Parks Department administers nearly 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 1/1/24	Alloc. %
<b>Parks &amp; Recreation Department</b>													
<b>Beaches</b>													
<b>Beach Operations - 7180</b>													
Assistant Superintendent of Recreation I	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - L / Step 4	91,780	0	0	91,780	16,560	7,052	10,325	735	34,671	126,451	3.5	100.0
Maintenance Mechanic II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 3	21,724	0	0	21,724	12,865	1,713	2,507	747	17,832	39,555	3.8	35.0
Maintenance Mechanic II	CSEA40HOUR-NEW / CSEA40HOUR-NEW - E / Step 6	65,934	5,275	0	71,209	18,204	5,602	8,201	2,284	34,291	105,501	18.8	100.0
Office Assistants (3)	PART-TIME	8,007	0	0	8,007	0	615	0	80	695	8,702		100.0
Assistant Beach Managers (group of 15)	SEASONAL	94,185	0	0	94,185	0	7,335	0	2,039	9,374	103,559		100.0
Beach Attendants (group of 10)	SEASONAL	54,453	0	0	54,453	0	4,241	0	1,186	5,427	59,880		100.0
Beach Attendants (group of 10)	SEASONAL	54,453	0	0	54,453	0	4,241	0	1,186	5,427	59,880		100.0
Beach Attendants (group of 10)	SEASONAL	54,453	0	0	54,453	0	4,241	0	1,186	5,427	59,880		100.0
Beach Attendants (group of 12)	SEASONAL	65,344	0	0	65,344	0	5,089	0	1,420	6,509	71,852		100.0
Beach Managers (group of 8)	SEASONAL	60,809	0	0	60,809	0	4,736	0	1,323	6,058	66,867		100.0
Assistant Chief Lifeguards (group of 16)	LIFEGUARDS	147,072	0	0	147,072	0	8,793	0	3,174	11,967	159,039		100.0
Chief Lifeguards (2)	LIFEGUARDS	23,212	0	0	23,212	0	1,808	0	516	2,323	25,535		100.0
Lifeguards (group of 10)	LIFEGUARDS	72,880	0	0	72,880	0	5,676	0	1,582	7,257	80,137		100.0
Lifeguards (group of 10)	LIFEGUARDS	72,880	0	0	72,880	0	5,676	0	1,582	7,257	80,137		100.0
Lifeguards (group of 10)	LIFEGUARDS	72,880	0	0	72,880	0	5,676	0	1,582	7,257	80,137		100.0
Lifeguards (group of 10)	LIFEGUARDS	72,880	0	0	72,880	0	5,676	0	1,582	7,257	80,137		100.0
Lifeguards (group of 7)	LIFEGUARDS	51,016	0	0	51,016	0	3,973	0	1,113	5,085	56,101		100.0
Senior Lifeguards (group of 10)	LIFEGUARDS	80,120	0	0	80,120	0	6,240	0	1,737	7,977	88,097		100.0
Senior Lifeguards (group of 10)	LIFEGUARDS	80,120	0	0	80,120	0	6,240	0	1,737	7,977	88,097		100.0
Senior Lifeguards (group of 10)	LIFEGUARDS	80,120	0	0	80,120	0	6,240	0	1,737	7,977	88,097		100.0
Senior Lifeguards (group of 10)	LIFEGUARDS	80,120	0	0	80,120	0	6,240	0	1,737	7,977	88,097		100.0
<b>Total Beach Operations - 7180</b>		<b>1,404,441</b>	<b>5,275</b>	<b>0</b>	<b>1,409,716</b>	<b>47,629</b>	<b>107,097</b>	<b>21,033</b>	<b>30,264</b>	<b>206,023</b>	<b>1,615,739</b>		

**NOTES:**

# Town of Southampton

## 2024 Adopted Budget

### Beach Operations - 7180

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget	
<b>Real Property Taxes:</b>																	
1001	Property Taxes	0	0	139,019	139,019	139,019	209,218	125,880	125,880	125,880	(13,139)	(9.45%)	208,500	81,183	81,183	81,183	
	<b>Total Real Property Taxes</b>	<b>0</b>	<b>0</b>	<b>139,019</b>	<b>139,019</b>	<b>139,019</b>	<b>209,218</b>	<b>125,880</b>	<b>125,880</b>	<b>125,880</b>	<b>(13,139)</b>	<b>(9.45%)</b>	<b>208,500</b>	<b>81,183</b>	<b>81,183</b>	<b>81,183</b>	
<b>Other Revenue:</b>																	
1201	Interest And Earnings	700	866	700	700	2,062	700	3,500	3,500	3,500	2,800	400.00%	700	3,500	3,500	3,500	
2011	Rentals	90,000	68,972	90,000	90,000	59,886	90,000	90,000	90,000	90,000	0	0.00%	90,000	90,000	90,000	90,000	
2025	Beach Parking Fees	2,015,128	2,199,324	2,150,000	2,183,510	1,815,925	2,150,000	2,200,000	2,200,000	2,200,000	16,490	0.76%	2,150,000	2,250,000	2,250,000	2,250,000	
2770	Miscellaneous	0	405	0	0	537	0	0	0	0	0	0.00%	0	0	0	0	
	<b>Total Other Revenue</b>	<b>2,105,828</b>	<b>2,269,567</b>	<b>2,240,700</b>	<b>2,274,210</b>	<b>1,878,410</b>	<b>2,240,700</b>	<b>2,293,500</b>	<b>2,293,500</b>	<b>2,293,500</b>	<b>19,290</b>	<b>0.85%</b>	<b>2,240,700</b>	<b>2,343,500</b>	<b>2,343,500</b>	<b>2,343,500</b>	
	<b>Total Revenue</b>	<b>2,105,828</b>	<b>2,269,567</b>	<b>2,379,719</b>	<b>2,413,229</b>	<b>2,017,429</b>	<b>2,449,918</b>	<b>2,419,380</b>	<b>2,419,380</b>	<b>2,419,380</b>	<b>6,151</b>	<b>0.25%</b>	<b>2,449,200</b>	<b>2,424,683</b>	<b>2,424,683</b>	<b>2,424,683</b>	
<b>Salaries:</b>																	
6100	Salaries	163,618	169,839	172,886	172,886	159,284	179,438	179,438	179,438	179,438	(6,552)	(3.79%)	185,530	185,530	185,530	185,530	
6101	Overtime	20,000	34,070	30,000	49,000	44,574	30,000	30,000	30,000	30,000	19,000	38.78%	20,000	20,000	20,000	20,000	
6103	Accumulated Sick/Personal Days	623	759	0	0	0	0	0	0	0	0	0.00%	0	0	0	0	
6105	Part Time Salaries	1,110,300	1,011,252	1,200,002	1,193,002	1,154,614	1,225,003	1,225,003	1,225,003	1,225,003	(32,001)	(2.68%)	1,225,003	1,225,003	1,225,003	1,225,003	
6110	Longevity	4,866	5,026	5,126	5,126	5,126	5,275	5,275	5,275	5,275	(148)	(2.89%)	5,407	5,407	5,407	5,407	
	<b>Total Salaries</b>	<b>1,299,407</b>	<b>1,220,945</b>	<b>1,408,014</b>	<b>1,420,014</b>	<b>1,363,598</b>	<b>1,439,716</b>	<b>1,439,716</b>	<b>1,439,716</b>	<b>1,439,716</b>	<b>(19,701)</b>	<b>(1.39%)</b>	<b>1,435,941</b>	<b>1,435,941</b>	<b>1,435,941</b>	<b>1,435,941</b>	
<b>Employee Benefits - Current:</b>																	
6810	Employee Retirement - Active	22,093	(7,711)	20,991	20,991	22,165	20,465	21,033	21,033	21,033	(43)	(0.20%)	21,154	21,741	21,741	21,741	
6830	FICA Tax Expenditure	100,119	93,063	107,085	107,085	104,050	109,225	109,397	109,397	109,397	(2,312)	(2.16%)	109,708	109,880	109,880	109,880	
6835	MTA Tax	4,541	4,020	4,870	4,870	4,427	4,980	4,988	4,988	4,988	(118)	(2.42%)	5,001	5,010	5,010	5,010	
6840	Worker's Compensation	23,696	24,194	22,050	22,050	20,471	22,545	25,027	25,027	25,027	(2,978)	(13.50%)	22,636	25,120	25,120	25,120	
6860	Medical Insurance - Active Employees	36,175	39,976	39,233	56,743	46,577	39,233	43,596	43,596	43,596	13,147	23.17%	39,233	43,596	43,596	43,596	
6865	Dental & Optical	3,773	3,872	3,807	3,807	3,540	35,165	4,033	4,033	4,033	(226)	(5.93%)	35,165	4,033	4,033	4,033	
6875	Disability	360	354	359	859	559	359	359	359	359	500	58.21%	359	359	359	359	
	<b>Total Employee Benefits - Current</b>	<b>190,756</b>	<b>157,767</b>	<b>198,394</b>	<b>216,404</b>	<b>201,789</b>	<b>231,972</b>	<b>208,433</b>	<b>208,433</b>	<b>208,433</b>	<b>7,971</b>	<b>3.68%</b>	<b>233,256</b>	<b>209,739</b>	<b>209,739</b>	<b>209,739</b>	
	<b>Total Employee Costs</b>	<b>1,490,162</b>	<b>1,378,712</b>	<b>1,606,409</b>	<b>1,636,419</b>	<b>1,565,388</b>	<b>1,671,688</b>	<b>1,648,149</b>	<b>1,648,149</b>	<b>1,648,149</b>	<b>(11,731)</b>	<b>(0.72%)</b>	<b>1,669,197</b>	<b>1,645,679</b>	<b>1,645,679</b>	<b>1,645,679</b>	
<b>Equipment:</b>																	
6220	Building Improvements	0	0	0	0	0	0	0	0	0	0	0.00%	25,000	25,000	25,000	25,000	
	<b>Total Equipment</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	
<b>Contractual:</b>																	
6401	Contracts	25,580	27,776	47,581	47,581	32,377	47,581	47,581	47,581	47,581	0	0.00%	50,580	50,580	50,580	50,580	
6404	Electric	15,000	18,669	15,000	15,000	12,422	19,000	19,000	19,000	19,000	(4,000)	(26.67%)	20,000	20,000	20,000	20,000	
6406	Repair Equipment	20,000	9,901	20,000	4,500	910	20,000	20,000	20,000	20,000	(15,500)	(344.44%)	20,000	20,000	20,000	20,000	
6407	Repair Building	75,000	73,338	70,000	64,000	58,771	60,000	60,000	60,000	60,000	4,000	6.25%	75,000	75,000	75,000	75,000	
6411	Printing and Stationery	22,900	20,817	23,000	23,000	20,509	23,000	23,000	23,000	23,000	0	0.00%	23,500	23,500	23,500	23,500	
6412	Publications	1,000	503	1,000	1,000	95	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000	
6418	Uniforms	21,000	18,996	21,000	21,000	20,986	25,000	21,000	21,000	21,000	0	0.00%	17,000	17,000	17,000	17,000	
6420	Other	7,500	24,545	17,500	27,500	32,489	35,000	33,000	33,000	33,000	(5,500)	(20.00%)	36,000	36,000	36,000	36,000	
6423	Small Equipment (Non-Capital)	5,000	7,240	7,000	7,000	6,165	10,000	10,000	10,000	10,000	(3,000)	(42.86%)	6,000	6,000	6,000	6,000	
6425	Office Supplies	500	288	500	500	423	500	500	500	500	0	0.00%	500	500	500	500	

# Town of Southampton

## 2024 Adopted Budget

### Beach Operations - 7180

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual						2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
							2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget							
6426	Supplies - Other	21,000	21,414	21,000	36,000	27,004	31,000	30,000	30,000	30,000	6,000	16.67%	21,000	20,000	20,000	20,000	
6444	Mileage Reimbursement	2,000	2,431	2,000	2,000	1,844	2,000	2,000	2,000	2,000	0	0.00%	2,000	2,000	2,000	2,000	
6455	Depreciation	0	389,364	0	0	0	0	0	0	0	0	0.00%	0	0	0	0	
6466	Telephone - Wireless	345	933	1,000	1,000	614	1,000	1,000	1,000	1,000	0	0.00%	1,000	1,000	1,000	1,000	
6474	Other - Landfill Charges	65,000	33,588	60,000	60,000	11,613	60,000	60,000	60,000	60,000	0	0.00%	65,000	65,000	65,000	65,000	
6485	Uniform Cleaning	100	306	100	100	0	100	100	100	100	0	0.00%	100	100	100	100	
	<b>Total Contractual</b>	<b>281,926</b>	<b>650,110</b>	<b>306,681</b>	<b>310,181</b>	<b>226,223</b>	<b>335,181</b>	<b>328,181</b>	<b>328,181</b>	<b>328,181</b>	<b>(18,000)</b>	<b>(5.80%)</b>	<b>338,681</b>	<b>337,681</b>	<b>337,681</b>	<b>337,681</b>	
	<b>Debt Service:</b>																
6600	Debt Service Principal Expense	260,000	0	362,298	362,298	0	363,966	363,966	363,966	363,966	(1,668)	(0.46%)	348,936	348,936	348,936	348,936	
6700	Debt Service Interest Expense	73,740	78,649	104,332	104,332	66,748	79,084	79,084	79,084	79,084	25,248	24.20%	67,387	67,387	67,387	67,387	
	<b>Total Debt Service</b>	<b>333,740</b>	<b>78,649</b>	<b>466,630</b>	<b>466,630</b>	<b>66,748</b>	<b>443,050</b>	<b>443,050</b>	<b>443,050</b>	<b>443,050</b>	<b>23,580</b>	<b>5.05%</b>	<b>416,323</b>	<b>416,323</b>	<b>416,323</b>	<b>416,323</b>	
	<b>Total Expenditures</b>	<b>2,105,828</b>	<b>2,107,471</b>	<b>2,379,719</b>	<b>2,413,229</b>	<b>1,858,359</b>	<b>2,449,918</b>	<b>2,419,380</b>	<b>2,419,380</b>	<b>2,419,380</b>	<b>(6,151)</b>	<b>(0.25%)</b>	<b>2,449,200</b>	<b>2,424,683</b>	<b>2,424,683</b>	<b>2,424,683</b>	
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>162,096</b>	<b>0</b>	<b>0</b>	<b>159,070</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# CONSCIENCE POINT MARINA - SUMMARY

Department: Conscience Point Marina

**Budget Year:** 2024

**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 1/1/24	Alloc. %
<b>Parks &amp; Recreation Department</b>													
<b>Docks &amp; Marinas</b>													
<b>Conscience Point Marina - 7182</b>													
Maintenance Mechanic II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 3	24,827	0	0	24,827	14,702	1,957	2,866	854	20,379	45,206	3.8	40.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 8	26,107	1,566	0	27,674	12,865	2,195	3,213	1,117	19,389	47,063	10.8	35.0
Dock Manager	PART-TIME	6,792	0	0	6,792	0	535	0	239	774	7,566		40.0
Park Attendant	SEASONAL	7,361	0	0	7,361	0	580	0	269	849	8,210		100.0
Park Attendant	SEASONAL	16,236	0	0	16,236	0	1,280	0	571	1,851	18,088		100.0
<b>Total Conscience Point Marina - 7182</b>		<b>81,323</b>	<b>1,566</b>	<b>0</b>	<b>82,889</b>	<b>27,567</b>	<b>6,548</b>	<b>6,079</b>	<b>3,049</b>	<b>43,243</b>	<b>126,132</b>		

**NOTES:**

# Town of Southampton

## 2024 Adopted Budget

### Conscience Point Marina - 7182

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
<b>Real Property Taxes:</b>																
1001	Property Taxes	20,627	20,627	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
	<b>Total Real Property Taxes</b>	<b>20,627</b>	<b>20,627</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Revenue:</b>																
1201	Interest And Earnings	200	1,520	200	200	4,246	800	4,227	4,227	4,227	4,027	2012.44%	800	4,232	4,232	4,232
2411	Rentals - Dockage/Storage	233,000	245,630	194,716	194,716	215,790	194,716	190,308	190,308	190,308	(4,408)	(2.26%)	239,196	234,788	234,788	234,788
2598	Diesel Sales	12,000	9,190	12,000	12,000	5,247	12,000	12,000	12,000	12,000	0	0.00%	12,000	12,000	12,000	12,000
2770	Miscellaneous	3,000	2,353	3,000	3,000	2,278	7,798	7,798	7,798	7,798	4,798	159.93%	7,365	7,365	7,365	7,365
2803	Gasoline Sales	115,000	139,087	115,000	115,000	97,027	115,000	115,000	115,000	115,000	0	0.00%	115,000	115,000	115,000	115,000
	<b>Total Other Revenue</b>	<b>363,200</b>	<b>397,780</b>	<b>324,916</b>	<b>324,916</b>	<b>324,588</b>	<b>330,314</b>	<b>329,333</b>	<b>329,333</b>	<b>329,333</b>	<b>4,417</b>	<b>1.36%</b>	<b>374,361</b>	<b>373,385</b>	<b>373,385</b>	<b>373,385</b>
	<b>Total Revenue</b>	<b>383,827</b>	<b>418,407</b>	<b>324,916</b>	<b>324,916</b>	<b>324,588</b>	<b>330,314</b>	<b>329,333</b>	<b>329,333</b>	<b>329,333</b>	<b>4,417</b>	<b>1.36%</b>	<b>374,361</b>	<b>373,385</b>	<b>373,385</b>	<b>373,385</b>
<b>Salaries:</b>																
6100	Salaries	11,697	12,451	49,690	49,690	32,541	50,934	50,934	50,934	50,934	(1,244)	(2.50%)	52,579	52,579	52,579	52,579
6105	Part Time Salaries	26,464	17,938	30,389	30,389	16,565	30,389	30,389	30,389	30,389	0	0.00%	30,389	30,389	30,389	30,389
6110	Longevity	270	278	1,554	1,554	0	1,566	1,566	1,566	1,566	(12)	(0.80%)	1,606	1,606	1,606	1,606
	<b>Total Salaries</b>	<b>38,431</b>	<b>30,668</b>	<b>81,633</b>	<b>81,633</b>	<b>49,106</b>	<b>82,889</b>	<b>82,889</b>	<b>82,889</b>	<b>82,889</b>	<b>(1,257)</b>	<b>(1.54%)</b>	<b>84,573</b>	<b>84,573</b>	<b>84,573</b>	<b>84,573</b>
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	1,591	1,158	6,144	6,144	3,584	5,915	6,079	6,079	6,079	66	1.07%	6,104	6,273	6,273	6,273
6830	FICA Tax Expenditure	3,034	2,308	6,448	6,448	3,612	6,547	6,548	6,548	6,548	(100)	(1.55%)	6,680	6,681	6,681	6,681
6835	MTA Tax	135	105	287	287	190	291	291	291	291	(4)	(1.56%)	297	297	297	297
6840	Worker's Compensation	1,227	1,253	2,650	2,650	2,460	2,689	2,703	2,703	2,703	(53)	(2.00%)	2,745	2,758	2,758	2,758
6860	Medical Insurance - Active Employees	5,458	5,998	23,283	23,283	17,164	23,283	26,280	26,280	26,280	(2,997)	(12.87%)	23,283	26,280	26,280	26,280
6865	Dental & Optical	314	323	1,215	1,215	808	5,443	1,287	1,287	1,287	(72)	(5.93%)	5,443	1,287	1,287	1,287
6875	Disability	42	7	56	56	8	56	56	56	56	0	0.00%	56	56	56	56
	<b>Total Employee Benefits - Current</b>	<b>11,801</b>	<b>11,152</b>	<b>40,082</b>	<b>40,082</b>	<b>27,826</b>	<b>44,223</b>	<b>43,243</b>	<b>43,243</b>	<b>43,243</b>	<b>(3,161)</b>	<b>(7.89%)</b>	<b>44,607</b>	<b>43,632</b>	<b>43,632</b>	<b>43,632</b>
	<b>Total Employee Costs</b>	<b>50,232</b>	<b>41,820</b>	<b>121,714</b>	<b>121,714</b>	<b>76,931</b>	<b>127,113</b>	<b>126,132</b>	<b>126,132</b>	<b>126,132</b>	<b>(4,418)</b>	<b>(3.63%)</b>	<b>129,180</b>	<b>128,205</b>	<b>128,205</b>	<b>128,205</b>
<b>Contractual:</b>																
6401	Contracts	4,101	4,769	4,101	4,601	4,000	4,101	4,101	4,101	4,101	500	10.87%	4,100	4,100	4,100	4,100
6403	Gasoline	115,000	114,166	115,000	115,000	87,415	115,000	115,000	115,000	115,000	0	0.00%	115,000	115,000	115,000	115,000
6404	Electric	23,000	17,906	24,000	24,000	12,823	24,000	24,000	24,000	24,000	0	0.00%	27,000	27,000	27,000	27,000
6406	Repair Equipment	12,000	6,078	12,000	18,600	12,390	12,000	12,000	12,000	12,000	6,600	35.48%	50,000	50,000	50,000	50,000
6407	Repair Building	5,000	2,421	5,000	4,300	2,506	5,000	5,000	5,000	5,000	(700)	(16.28%)	5,000	5,000	5,000	5,000
6420	Other	6,000	7,431	8,000	8,000	5,836	8,000	8,000	8,000	8,000	0	0.00%	8,000	8,000	8,000	8,000
6421	Legal Notices	500	0	500	500	210	500	500	500	500	0	0.00%	500	500	500	500
6423	Small Equipment (Non-Capital)	0	0	20,000	13,600	395	20,000	20,000	20,000	20,000	(6,400)	(47.06%)	20,000	20,000	20,000	20,000
6425	Office Supplies	100	190	100	100	0	100	100	100	100	0	0.00%	100	100	100	100
6426	Supplies - Other	1,960	612	2,000	2,000	1,350	2,000	2,000	2,000	2,000	0	0.00%	2,000	2,000	2,000	2,000
6441	Diesel Fuel	12,000	6,646	12,000	12,000	4,192	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	0	0	0	0	0	0	0.00%	0	0	0	0

# Town of Southampton

## 2024 Adopted Budget

### Conscience Point Marina - 7182

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual						2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
							2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget							
6466	Telephone - Wireless	500	0	501	501	0	500	500	500	500	1	0.10%	500	500	500	500	
	<b>Total Contractual</b>	180,161	333,005	203,201	203,201	131,117	203,201	203,201	203,201	203,201	1	0.00%	245,180	245,180	245,180	245,180	
	<b>Debt Service:</b>																
6600	Debt Service Principal Expense	150,811	0	0	0	0	0	0	0	0	0	0.00%	0	0	0	0	
6700	Debt Service Interest Expense	2,623	(2,943)	0	0	0	0	0	0	0	0	0.00%	0	0	0	0	
	<b>Total Debt Service</b>	153,434	(2,943)	0	0	0	0	0	0	0	0	0.00%	0	0	0	0	
	<b>Total Expenditures</b>	<b>383,827</b>	<b>371,882</b>	<b>324,916</b>	<b>324,916</b>	<b>208,048</b>	<b>330,314</b>	<b>329,333</b>	<b>329,333</b>	<b>329,333</b>	<b>(4,417)</b>	<b>(1.36%)</b>	<b>374,361</b>	<b>373,385</b>	<b>373,385</b>	<b>373,385</b>	
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>46,525</b>	<b>0</b>	<b>0</b>	<b>116,540</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

## EAST QUOGUE MARINA - SUMMARY

*Department: East Quogue Marina*

**Budget Year:** 2024

**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 1/1/24	Alloc. %
<b>Parks &amp; Recreation Department</b>													
<b>Docks &amp; Marinas</b>													
<b>East Quogue Marina - 7183</b>													
Maintenance Mechanic II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 3	3,103	0	0	3,103	1,838	245	358	107	2,547	5,651	3.8	5.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 8	3,730	224	0	3,953	1,838	314	459	160	2,770	6,723	10.8	5.0
Dock Manager	PART-TIME	849	0	0	849	0	67	0	30	97	946		5.0
<b>Total East Quogue Marina - 7183</b>		<b>7,682</b>	<b>224</b>	<b>0</b>	<b>7,906</b>	<b>3,676</b>	<b>625</b>	<b>817</b>	<b>296</b>	<b>5,414</b>	<b>13,320</b>		

**NOTES:**

# Town of Southampton

## 2024 Adopted Budget

### East Quogue Marina - 7183

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
<b>Real Property Taxes:</b>																
1001	Property Taxes	0	0	0	0	0	7,694	7,820	7,820	7,820	7,820	100.00%	7,454	7,590	7,590	7,590
	<b>Total Real Property Taxes</b>	0	0	0	0	0	7,694	7,820	7,820	7,820	7,820	100.00%	7,454	7,590	7,590	7,590
<b>Other Revenue:</b>																
1201	Interest And Earnings	50	0	75	75	2	75	75	75	75	0	0.00%	75	75	75	75
2412	East Quogue Marina Rental	26,084	23,170	20,133	20,133	21,590	20,133	21,000	21,000	21,000	867	4.31%	20,174	21,000	21,000	21,000
2770	Miscellaneous	0	8	0	0	11	0	0	0	0	0	0.00%	0	0	0	0
	<b>Total Other Revenue</b>	26,134	23,178	20,208	20,208	21,602	20,208	21,075	21,075	21,075	867	4.29%	20,249	21,075	21,075	21,075
	<b>Total Revenue</b>	<b>26,134</b>	<b>23,178</b>	<b>20,208</b>	<b>20,208</b>	<b>21,602</b>	<b>27,902</b>	<b>28,895</b>	<b>28,895</b>	<b>28,895</b>	<b>8,687</b>	<b>42.99%</b>	<b>27,703</b>	<b>28,665</b>	<b>28,665</b>	<b>28,665</b>
<b>Salaries:</b>																
6100	Salaries	11,697	12,451	6,674	6,674	4,366	6,833	6,833	6,833	6,833	(159)	(2.39%)	7,050	7,050	7,050	7,050
6105	Part Time Salaries	1,665	1,248	849	849	0	849	849	849	849	0	0.00%	849	849	849	849
6110	Longevity	270	278	222	222	0	224	224	224	224	(2)	(0.80%)	229	229	229	229
	<b>Total Salaries</b>	13,632	13,978	7,745	7,745	4,366	7,906	7,906	7,906	7,906	(161)	(2.08%)	8,129	8,129	8,129	8,129
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	1,591	1,158	827	827	482	795	817	817	817	10	1.18%	820	843	843	843
6830	FICA Tax Expenditure	1,078	1,032	612	612	315	625	625	625	625	(13)	(2.10%)	643	643	643	643
6835	MTA Tax	48	46	27	27	14	28	28	28	28	(1)	(2.06%)	29	29	29	29
6840	Worker's Compensation	464	473	259	259	241	264	266	266	266	(7)	(2.55%)	272	273	273	273
6860	Medical Insurance - Active Employees	5,458	5,998	3,104	3,104	2,289	3,104	3,504	3,504	3,504	(400)	(12.87%)	3,104	3,504	3,504	3,504
6865	Dental & Optical	314	323	162	162	108	259	172	172	172	(10)	(5.93%)	259	172	172	172
6875	Disability	5	0	3	3	0	3	3	3	3	0	0.00%	3	3	3	3
	<b>Total Employee Benefits - Current</b>	8,958	9,029	4,995	4,995	3,448	5,078	5,414	5,414	5,414	(419)	(8.40%)	5,129	5,466	5,466	5,466
	<b>Total Employee Costs</b>	<b>22,590</b>	<b>23,007</b>	<b>12,739</b>	<b>12,739</b>	<b>7,814</b>	<b>12,984</b>	<b>13,320</b>	<b>13,320</b>	<b>13,320</b>	<b>(580)</b>	<b>(4.56%)</b>	<b>13,258</b>	<b>13,594</b>	<b>13,594</b>	<b>13,594</b>
<b>Contractual:</b>																
6404	Electric	1,143	2,102	2,500	2,500	1,686	2,500	2,500	2,500	2,500	0	0.00%	2,501	2,501	2,501	2,501
6406	Repair Equipment	1,200	0	2,768	2,768	349	2,768	2,768	2,768	2,768	0	0.00%	2,470	2,470	2,470	2,470
6407	Repair Building	1,000	110	2,000	2,000	1,702	2,000	2,000	2,000	2,000	0	0.00%	2,000	2,000	2,000	2,000
6421	Legal Notices	200	0	200	200	0	200	200	200	200	0	0.00%	200	200	200	200
6455	Depreciation	0	1,847	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
	<b>Total Contractual</b>	3,544	4,059	7,468	7,468	3,738	7,468	7,468	7,468	7,468	0	0.00%	7,171	7,171	7,171	7,171
<b>Debt Service:</b>																
6600	Debt Service Principal Expense	0	0	0	0	0	5,000	5,000	5,000	5,000	(5,000)	(100.00%)	5,000	5,000	5,000	5,000
6700	Debt Service Interest Expense	0	0	0	0	0	2,450	3,107	3,107	3,107	(3,107)	(100.00%)	2,275	2,900	2,900	2,900
	<b>Total Debt Service</b>	0	0	0	0	0	7,450	8,107	8,107	8,107	(8,107)	(100.00%)	7,275	7,900	7,900	7,900
	<b>Total Expenditures</b>	<b>26,134</b>	<b>27,066</b>	<b>20,208</b>	<b>20,208</b>	<b>11,552</b>	<b>27,902</b>	<b>28,895</b>	<b>28,895</b>	<b>28,895</b>	<b>(8,687)</b>	<b>(42.99%)</b>	<b>27,703</b>	<b>28,665</b>	<b>28,665</b>	<b>28,665</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>(3,888)</b>	<b>0</b>	<b>0</b>	<b>10,050</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# PINE NECK MARINA - SUMMARY

*Department: Pine Neck Marina*

**Budget Year:** 2024

**Division:** Parks & Recreation Department

**Tax District:** Pine Neck Marina

**Cost Center #:** 7184

**Manager:** Kristen Doulos

---

## 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:

---

**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 1/1/24	Alloc. %
<b>Parks &amp; Recreation Department</b>													
<b>Docks &amp; Marinas</b>													
<b>Pine Neck Marina - 7184</b>													
Maintenance Mechanic II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 3	3,103	0	0	3,103	1,838	245	358	107	2,547	5,651	3.8	5.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 8	3,730	224	0	3,953	1,838	314	459	160	2,770	6,723	10.8	5.0
Dock Manager	PART-TIME	849	0	0	849	0	67	0	30	97	946		5.0
<b>Total Pine Neck Marina - 7184</b>		<b>7,682</b>	<b>224</b>	<b>0</b>	<b>7,906</b>	<b>3,676</b>	<b>625</b>	<b>817</b>	<b>296</b>	<b>5,414</b>	<b>13,320</b>		

**NOTES:**

# Town of Southampton

## 2024 Adopted Budget

### Pine Neck Marina - 7184

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
<b>Other Revenue:</b>																
1201	Interest And Earnings	900	1,668	800	800	3,446	1,045	1,414	1,414	1,414	614	76.75%	979	1,349	1,349	1,349
2411	Rentals - Dockage/Storage	31,190	36,640	30,132	30,132	27,770	30,132	30,099	30,099	30,099	(33)	(0.11%)	30,174	30,141	30,141	30,141
2770	Miscellaneous	0	8	0	0	11	0	0	0	0	0	0.00%	0	0	0	0
	<b>Total Other Revenue</b>	<b>32,090</b>	<b>38,316</b>	<b>30,932</b>	<b>30,932</b>	<b>31,226</b>	<b>31,177</b>	<b>31,513</b>	<b>31,513</b>	<b>31,513</b>	<b>581</b>	<b>1.88%</b>	<b>31,153</b>	<b>31,490</b>	<b>31,490</b>	<b>31,490</b>
	<b>Total Revenue</b>	<b>32,090</b>	<b>38,316</b>	<b>30,932</b>	<b>30,932</b>	<b>31,226</b>	<b>31,177</b>	<b>31,513</b>	<b>31,513</b>	<b>31,513</b>	<b>581</b>	<b>1.88%</b>	<b>31,153</b>	<b>31,490</b>	<b>31,490</b>	<b>31,490</b>
<b>Salaries:</b>																
6100	Salaries	11,697	12,451	6,674	6,674	4,366	6,833	6,833	6,833	6,833	(159)	(2.39%)	7,050	7,050	7,050	7,050
6105	Part Time Salaries	1,665	1,248	849	849	0	849	849	849	849	0	0.00%	849	849	849	849
6110	Longevity	270	278	222	222	0	224	224	224	224	(2)	(0.80%)	229	229	229	229
	<b>Total Salaries</b>	<b>13,632</b>	<b>13,978</b>	<b>7,745</b>	<b>7,745</b>	<b>4,366</b>	<b>7,906</b>	<b>7,906</b>	<b>7,906</b>	<b>7,906</b>	<b>(161)</b>	<b>(2.08%)</b>	<b>8,129</b>	<b>8,129</b>	<b>8,129</b>	<b>8,129</b>
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	1,591	1,158	827	827	482	795	817	817	817	10	1.18%	820	843	843	843
6830	FICA Tax Expenditure	1,078	1,032	612	612	315	625	625	625	625	(13)	(2.10%)	643	643	643	643
6835	MTA Tax	48	46	27	27	14	28	28	28	28	(1)	(2.06%)	29	29	29	29
6840	Worker's Compensation	464	473	259	259	241	264	266	266	266	(7)	(2.55%)	272	273	273	273
6860	Medical Insurance - Active Employees	5,458	5,998	3,104	3,104	2,289	3,104	3,504	3,504	3,504	(400)	(12.87%)	3,104	3,504	3,504	3,504
6865	Dental & Optical	314	323	162	162	108	259	172	172	172	(10)	(5.93%)	259	172	172	172
6875	Disability	5	0	3	3	0	3	3	3	3	0	0.00%	3	3	3	3
	<b>Total Employee Benefits - Current</b>	<b>8,958</b>	<b>9,029</b>	<b>4,995</b>	<b>4,995</b>	<b>3,448</b>	<b>5,078</b>	<b>5,414</b>	<b>5,414</b>	<b>5,414</b>	<b>(419)</b>	<b>(8.40%)</b>	<b>5,129</b>	<b>5,466</b>	<b>5,466</b>	<b>5,466</b>
	<b>Total Employee Costs</b>	<b>22,590</b>	<b>23,007</b>	<b>12,739</b>	<b>12,739</b>	<b>7,814</b>	<b>12,984</b>	<b>13,320</b>	<b>13,320</b>	<b>13,320</b>	<b>(580)</b>	<b>(4.56%)</b>	<b>13,258</b>	<b>13,594</b>	<b>13,594</b>	<b>13,594</b>
<b>Contractual:</b>																
6404	Electric	2,500	1,961	2,500	2,500	1,637	2,500	2,500	2,500	2,500	0	(0.01%)	2,804	2,804	2,804	2,804
6406	Repair Equipment	2,000	0	6,593	6,593	49	6,593	6,593	6,593	6,593	0	0.00%	7,025	7,025	7,025	7,025
6407	Repair Building	4,600	2,801	4,600	4,600	717	4,600	4,600	4,600	4,600	0	0.00%	3,567	3,567	3,567	3,567
6421	Legal Notices	400	0	500	500	0	500	500	500	500	0	0.00%	500	500	500	500
6423	Small Equipment (Non-Capital)	0	0	4,000	4,000	0	4,000	4,000	4,000	4,000	0	0.00%	4,000	4,000	4,000	4,000
	<b>Total Contractual</b>	<b>9,500</b>	<b>4,761</b>	<b>18,193</b>	<b>18,193</b>	<b>2,404</b>	<b>18,193</b>	<b>18,193</b>	<b>18,193</b>	<b>18,193</b>	<b>0</b>	<b>0.00%</b>	<b>17,896</b>	<b>17,896</b>	<b>17,896</b>	<b>17,896</b>
	<b>Total Expenditures</b>	<b>32,090</b>	<b>27,768</b>	<b>30,932</b>	<b>30,932</b>	<b>10,218</b>	<b>31,177</b>	<b>31,513</b>	<b>31,513</b>	<b>31,513</b>	<b>(581)</b>	<b>(1.88%)</b>	<b>31,153</b>	<b>31,490</b>	<b>31,490</b>	<b>31,490</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>10,548</b>	<b>0</b>	<b>0</b>	<b>21,008</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# BEAVER CREEK MARINA - SUMMARY

*Department: Beaver Creek Marina*

**Budget Year:** 2024

**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 1/1/24	Alloc. %
<b>Parks &amp; Recreation Department</b>													
<b>Docks &amp; Marinas</b>													
<b>Beaver Creek Marina - 7186</b>													
Maintenance Mechanic II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 3	3,103	0	0	3,103	1,838	245	358	107	2,547	5,651	3.8	5.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 8	3,730	224	0	3,953	1,838	314	459	160	2,770	6,723	10.8	5.0
Dock Manager	PART-TIME	849	0	0	849	0	67	0	30	97	946		5.0
<b>Total Beaver Creek Marina - 7186</b>		<b>7,682</b>	<b>224</b>	<b>0</b>	<b>7,906</b>	<b>3,676</b>	<b>625</b>	<b>817</b>	<b>296</b>	<b>5,414</b>	<b>13,320</b>		

**NOTES:**

# Town of Southampton

## 2024 Adopted Budget

### Beaver Creek Marina - 7186

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
<b>Real Property Taxes:</b>																
1001	Property Taxes	0	0	0	0	0	0	2,260	2,260	2,260	2,260	100.00%	0	2,710	2,710	2,710
	<b>Total Real Property Taxes</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,260</b>	<b>2,260</b>	<b>2,260</b>	<b>2,260</b>	<b>100.00%</b>	<b>0</b>	<b>2,710</b>	<b>2,710</b>	<b>2,710</b>
<b>Other Revenue:</b>																
1201	Interest And Earnings	44	37	44	44	19	289	60	60	60	16	35.59%	224	224	224	224
2411	Rentals - Dockage/Storage	29,546	20,510	20,695	20,695	15,100	20,695	19,000	19,000	19,000	(1,695)	(8.19%)	21,374	19,000	19,000	19,000
2770	Miscellaneous	0	8	0	0	11	0	0	0	0	0	0.00%	0	0	0	0
	<b>Total Other Revenue</b>	<b>29,590</b>	<b>20,555</b>	<b>20,739</b>	<b>20,739</b>	<b>15,129</b>	<b>20,984</b>	<b>19,060</b>	<b>19,060</b>	<b>19,060</b>	<b>(1,679)</b>	<b>(8.10%)</b>	<b>21,598</b>	<b>19,224</b>	<b>19,224</b>	<b>19,224</b>
	<b>Total Revenue</b>	<b>29,590</b>	<b>20,555</b>	<b>20,739</b>	<b>20,739</b>	<b>15,129</b>	<b>20,984</b>	<b>21,320</b>	<b>21,320</b>	<b>21,320</b>	<b>581</b>	<b>2.80%</b>	<b>21,598</b>	<b>21,934</b>	<b>21,934</b>	<b>21,934</b>
<b>Salaries:</b>																
6100	Salaries	11,697	12,451	6,674	6,674	4,366	6,833	6,833	6,833	6,833	(159)	(2.39%)	7,050	7,050	7,050	7,050
6105	Part Time Salaries	1,665	1,248	849	849	0	849	849	849	849	0	0.00%	849	849	849	849
6110	Longevity	270	278	222	222	0	224	224	224	224	(2)	(0.80%)	229	229	229	229
	<b>Total Salaries</b>	<b>13,632</b>	<b>13,978</b>	<b>7,745</b>	<b>7,745</b>	<b>4,366</b>	<b>7,906</b>	<b>7,906</b>	<b>7,906</b>	<b>7,906</b>	<b>(161)</b>	<b>(2.08%)</b>	<b>8,129</b>	<b>8,129</b>	<b>8,129</b>	<b>8,129</b>
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	1,591	1,158	827	827	482	795	817	817	817	10	1.18%	820	843	843	843
6830	FICA Tax Expenditure	1,078	1,032	612	612	315	625	625	625	625	(13)	(2.10%)	643	643	643	643
6835	MTA Tax	48	46	27	27	14	28	28	28	28	(1)	(2.06%)	29	29	29	29
6840	Worker's Compensation	464	473	259	259	241	264	266	266	266	(7)	(2.55%)	272	273	273	273
6860	Medical Insurance - Active Employees	5,458	5,998	3,104	3,104	2,289	3,104	3,504	3,504	3,504	(400)	(12.87%)	3,104	3,504	3,504	3,504
6865	Dental & Optical	314	323	162	162	108	259	172	172	172	(10)	(5.93%)	259	172	172	172
6875	Disability	5	0	3	3	0	3	3	3	3	0	0.00%	3	3	3	3
	<b>Total Employee Benefits - Current</b>	<b>8,958</b>	<b>9,029</b>	<b>4,995</b>	<b>4,995</b>	<b>3,448</b>	<b>5,078</b>	<b>5,414</b>	<b>5,414</b>	<b>5,414</b>	<b>(419)</b>	<b>(8.40%)</b>	<b>5,129</b>	<b>5,466</b>	<b>5,466</b>	<b>5,466</b>
	<b>Total Employee Costs</b>	<b>22,590</b>	<b>23,007</b>	<b>12,739</b>	<b>12,739</b>	<b>7,814</b>	<b>12,984</b>	<b>13,320</b>	<b>13,320</b>	<b>13,320</b>	<b>(580)</b>	<b>(4.56%)</b>	<b>13,258</b>	<b>13,594</b>	<b>13,594</b>	<b>13,594</b>
<b>Contractual:</b>																
6404	Electric	1,000	3,096	2,500	2,500	2,002	2,500	2,500	2,500	2,500	0	0.00%	2,500	2,500	2,500	2,500
6406	Repair Equipment	5,000	1,353	5,000	5,000	832	5,000	5,000	5,000	5,000	0	0.00%	4,840	4,840	4,840	4,840
6421	Legal Notices	1,000	0	500	500	210	500	500	500	500	0	(0.04%)	1,000	1,000	1,000	1,000
	<b>Total Contractual</b>	<b>7,000</b>	<b>4,450</b>	<b>8,000</b>	<b>8,000</b>	<b>3,044</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>0</b>	<b>0.00%</b>	<b>8,340</b>	<b>8,340</b>	<b>8,340</b>	<b>8,340</b>
	<b>Total Expenditures</b>	<b>29,590</b>	<b>27,456</b>	<b>20,739</b>	<b>20,739</b>	<b>10,858</b>	<b>20,984</b>	<b>21,320</b>	<b>21,320</b>	<b>21,320</b>	<b>(581)</b>	<b>(2.80%)</b>	<b>21,598</b>	<b>21,934</b>	<b>21,934</b>	<b>21,934</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>(6,901)</b>	<b>0</b>	<b>0</b>	<b>4,271</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **BISHOP'S MARINA - SUMMARY**

*Department: Bishop's Marina*

**Budget Year:** 2024

**Division:** Parks & Recreation Department

**Tax District:** Bishop's Marina

**Cost Center #:** 7187

**Manager:** Kristen Doulos

**NOTES:**

### **Departmental Mission & Responsibilities:**

Bishop's Marina underwent a renovation on the eastern side of the marina and currently offers 16 boat slips. The facility features fixed pier boat slips. There are no buildings related to this marina. The Town supplies limited fresh water and limited electric for tenants use.

### **Workload:**

There are solid fixed piers to moor vessels up to twenty five (25) feet but boats must be able to fit under the South Rd. crossing in order to gain access to the open waterway. Rental fees are based on the surrounding areas and the 2023 rental rate was set at \$110 per foot per slip. Bishop's Marina is administered and maintained through the Parks Maintenance Division.

### **Goals & Objectives:**

Repair/replace fixed piers on western side of marina.

### **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 1/1/24	Alloc. %
<b>Parks &amp; Recreation Department</b>													
<b>Docks &amp; Marinas</b>													
<b>Bishop's Marina - 7187</b>													
Maintenance Mechanic II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 3	3,103	0	0	3,103	1,838	245	358	107	2,547	5,651	3.8	5.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 8	3,730	224	0	3,953	1,838	314	459	160	2,770	6,723	10.8	5.0
Dock Manager	PART-TIME	849	0	0	849	0	67	0	30	97	946		5.0
<b>Total Bishop's Marina - 7187</b>		<b>7,682</b>	<b>224</b>	<b>0</b>	<b>7,906</b>	<b>3,676</b>	<b>625</b>	<b>817</b>	<b>296</b>	<b>5,414</b>	<b>13,320</b>		

**NOTES:**

# Town of Southampton

## 2024 Adopted Budget

### Bishop's Marina - 7187

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget	
<b>Real Property Taxes:</b>																	
1001	Property Taxes	12,090	12,090	6,739	6,739	6,739	6,984	7,020	7,020	7,020	281	4.17%	7,258	7,294	7,294	7,294	
	<b>Total Real Property Taxes</b>	12,090	12,090	6,739	6,739	6,739	6,984	7,020	7,020	7,020	281	4.17%	7,258	7,294	7,294	7,294	
<b>Other Revenue:</b>																	
1201	Interest And Earnings	100	83	100	100	385	100	400	400	400	300	300.00%	100	400	400	400	
2411	Rentals - Dockage/Storage	13,000	15,800	14,000	14,000	19,334	14,000	14,000	14,000	14,000	0	0.00%	14,000	14,000	14,000	14,000	
2770	Miscellaneous	0	8	0	0	11	0	0	0	0	0	0.00%	0	0	0	0	
	<b>Total Other Revenue</b>	13,100	15,890	14,100	14,100	19,730	14,100	14,400	14,400	14,400	300	2.13%	14,100	14,400	14,400	14,400	
	<b>Total Revenue</b>	<b>25,190</b>	<b>27,980</b>	<b>20,839</b>	<b>20,839</b>	<b>26,469</b>	<b>21,084</b>	<b>21,420</b>	<b>21,420</b>	<b>21,420</b>	<b>581</b>	<b>2.79%</b>	<b>21,358</b>	<b>21,694</b>	<b>21,694</b>	<b>21,694</b>	
<b>Salaries:</b>																	
6100	Salaries	11,697	12,451	6,674	6,674	4,366	6,833	6,833	6,833	6,833	(159)	(2.39%)	7,050	7,050	7,050	7,050	
6105	Part Time Salaries	1,665	1,248	849	849	0	849	849	849	849	0	0.00%	849	849	849	849	
6110	Longevity	270	278	222	222	0	224	224	224	224	(2)	(0.80%)	229	229	229	229	
	<b>Total Salaries</b>	13,632	13,978	7,745	7,745	4,366	7,906	7,906	7,906	7,906	(161)	(2.08%)	8,129	8,129	8,129	8,129	
<b>Employee Benefits - Current:</b>																	
6810	Employee Retirement - Active	1,591	1,158	827	827	482	795	817	817	817	10	1.18%	820	843	843	843	
6830	FICA Tax Expenditure	1,078	1,032	612	612	315	625	625	625	625	(13)	(2.10%)	643	643	643	643	
6835	MTA Tax	48	46	27	27	14	28	28	28	28	(1)	(2.06%)	29	29	29	29	
6840	Worker's Compensation	464	473	259	259	241	264	266	266	266	(7)	(2.55%)	272	273	273	273	
6860	Medical Insurance - Active Employees	5,458	5,998	3,104	3,104	2,289	3,104	3,504	3,504	3,504	(400)	(12.87%)	3,104	3,504	3,504	3,504	
6865	Dental & Optical	314	323	162	162	108	259	172	172	172	(10)	(5.93%)	259	172	172	172	
6875	Disability	5	0	3	3	0	3	3	3	3	0	0.00%	3	3	3	3	
	<b>Total Employee Benefits - Current</b>	8,958	9,029	4,995	4,995	3,448	5,078	5,414	5,414	5,414	(419)	(8.40%)	5,129	5,466	5,466	5,466	
	<b>Total Employee Costs</b>	<b>22,590</b>	<b>23,007</b>	<b>12,739</b>	<b>12,739</b>	<b>7,814</b>	<b>12,984</b>	<b>13,320</b>	<b>13,320</b>	<b>13,320</b>	<b>(580)</b>	<b>(4.56%)</b>	<b>13,258</b>	<b>13,594</b>	<b>13,594</b>	<b>13,594</b>	
<b>Contractual:</b>																	
6404	Electric	2,200	208	2,200	2,200	158	2,200	2,200	2,200	2,200	0	0.00%	2,200	2,200	2,200	2,200	
6407	Repair Building	0	0	2,500	2,500	1,193	2,500	2,500	2,500	2,500	0	0.00%	2,500	2,500	2,500	2,500	
6421	Legal Notices	400	139	400	400	0	400	400	400	400	0	0.00%	400	400	400	400	
6423	Small Equipment (Non-Capital)	0	0	3,000	3,000	0	3,000	3,000	3,000	3,000	0	(0.01%)	3,000	3,000	3,000	3,000	
	<b>Total Contractual</b>	2,600	347	8,100	8,100	1,351	8,100	8,100	8,100	8,100	0	0.00%	8,100	8,100	8,100	8,100	
	<b>Total Expenditures</b>	<b>25,190</b>	<b>23,353</b>	<b>20,839</b>	<b>20,839</b>	<b>9,165</b>	<b>21,084</b>	<b>21,420</b>	<b>21,420</b>	<b>21,420</b>	<b>(581)</b>	<b>(2.79%)</b>	<b>21,358</b>	<b>21,694</b>	<b>21,694</b>	<b>21,694</b>	
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>4,627</b>	<b>0</b>	<b>0</b>	<b>17,303</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# SHINNECOCK COMMERCIAL MARINA - SUMMARY

Department: Shinnecock Commercial Dock

**Budget Year:** 2024  
**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 1/1/24	Alloc. %
<b>Parks &amp; Recreation Department</b>													
<b>Docks &amp; Marinas</b>													
<b>Shinnecock Commercial Dock - 6420</b>													
Maintenance Mechanic II	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - E / Step 3	3,103	0	0	3,103	1,838	245	358	107	2,547	5,651	3.8	5.0
Maintenance Mechanic III	CSEA40HOUR - 7-1-2010 / CSEA40HOUR - 7-1-2010 - G / Step 8	3,730	224	0	3,953	1,838	314	459	160	2,770	6,723	10.8	5.0
Dock Manager	PART-TIME	6,792	0	0	6,792	0	535	0	239	774	7,566		40.0
<b>Total Shinnecock Commercial Dock - 6420</b>		<b>13,625</b>	<b>224</b>	<b>0</b>	<b>13,848</b>	<b>3,676</b>	<b>1,094</b>	<b>817</b>	<b>505</b>	<b>6,091</b>	<b>19,940</b>		

**NOTES:**

**Town of Southampton**  
**2024 Adopted Budget**  
**Shinnecock Commercial Dock - 6420**

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
<b>Other Revenue:</b>																
2413	Shinnecock Commercial Dock Rental	45,678	87,256	38,259	38,259	36,815	39,109	38,840	38,840	38,840	581	1.52%	35,782	35,514	35,514	35,514
2701	Miscellaneous Tax Receipts	0	0	0	0	688	0	0	0	0	0	0.00%	0	0	0	0
2770	Miscellaneous	0	0	0	0	12,000	0	0	0	0	0	0.00%	0	0	0	0
	<b>Total Other Revenue</b>	<b>45,678</b>	<b>87,256</b>	<b>38,259</b>	<b>38,259</b>	<b>49,503</b>	<b>39,109</b>	<b>38,840</b>	<b>38,840</b>	<b>38,840</b>	<b>581</b>	<b>1.52%</b>	<b>35,782</b>	<b>35,514</b>	<b>35,514</b>	<b>35,514</b>
	<b>Total Revenue</b>	<b>45,678</b>	<b>87,256</b>	<b>38,259</b>	<b>38,259</b>	<b>49,503</b>	<b>39,109</b>	<b>38,840</b>	<b>38,840</b>	<b>38,840</b>	<b>581</b>	<b>1.52%</b>	<b>35,782</b>	<b>35,514</b>	<b>35,514</b>	<b>35,514</b>
<b>Salaries:</b>																
6100	Salaries	11,697	12,451	6,674	6,674	4,366	6,833	6,833	6,833	6,833	(159)	(2.39%)	7,050	7,050	7,050	7,050
6105	Part Time Salaries	6,659	3,760	6,792	6,792	0	6,792	6,792	6,792	6,792	0	0.00%	6,792	6,792	6,792	6,792
6110	Longevity	270	278	222	222	0	224	224	224	224	(2)	(0.80%)	229	229	229	229
	<b>Total Salaries</b>	<b>18,626</b>	<b>16,489</b>	<b>13,688</b>	<b>13,688</b>	<b>4,366</b>	<b>13,848</b>	<b>13,848</b>	<b>13,848</b>	<b>13,848</b>	<b>(161)</b>	<b>(1.18%)</b>	<b>14,071</b>	<b>14,071</b>	<b>14,071</b>	<b>14,071</b>
<b>Employee Benefits - Current:</b>																
6810	Employee Retirement - Active	1,430	1,435	827	827	679	795	817	817	817	10	1.18%	820	843	843	843
6830	FICA Tax Expenditure	1,472	1,224	1,081	1,081	315	1,093	1,094	1,094	1,094	(13)	(1.19%)	1,111	1,111	1,111	1,111
6835	MTA Tax	65	53	48	48	14	49	49	49	49	(1)	(1.17%)	49	49	49	49
6840	Worker's Compensation	617	630	440	440	409	445	448	448	448	(7)	(1.64%)	453	455	455	455
6860	Medical Insurance - Active Employees	5,458	5,998	3,104	3,104	2,289	3,104	3,504	3,504	3,504	(400)	(12.87%)	3,104	3,504	3,504	3,504
6865	Dental & Optical	314	323	162	162	108	864	172	172	172	(10)	(5.93%)	864	172	172	172
6875	Disability	11	(1)	9	9	0	9	9	9	9	0	0.00%	9	9	9	9
	<b>Total Employee Benefits - Current</b>	<b>9,367</b>	<b>9,662</b>	<b>5,671</b>	<b>5,671</b>	<b>3,813</b>	<b>6,360</b>	<b>6,091</b>	<b>6,091</b>	<b>6,091</b>	<b>(420)</b>	<b>(7.41%)</b>	<b>6,411</b>	<b>6,143</b>	<b>6,143</b>	<b>6,143</b>
	<b>Total Employee Costs</b>	<b>27,993</b>	<b>26,151</b>	<b>19,359</b>	<b>19,359</b>	<b>8,179</b>	<b>20,208</b>	<b>19,940</b>	<b>19,940</b>	<b>19,940</b>	<b>(581)</b>	<b>(3.00%)</b>	<b>20,482</b>	<b>20,214</b>	<b>20,214</b>	<b>20,214</b>
<b>Contractual:</b>																
6401	Contracts	4,900	5,372	5,100	5,600	5,024	5,100	5,100	5,100	5,100	500	8.93%	1,500	1,500	1,500	1,500
6404	Electric	5,000	3,708	5,500	5,500	2,387	5,500	5,500	5,500	5,500	0	0.00%	5,500	5,500	5,500	5,500
6405	Fuel Oil	1,700	1,405	1,800	1,800	806	1,800	1,800	1,800	1,800	0	0.00%	1,800	1,800	1,800	1,800
6406	Repair Equipment	3,473	0	3,000	2,500	239	3,000	3,000	3,000	3,000	(500)	(20.00%)	3,000	3,000	3,000	3,000
6407	Repair Building	2,500	1,729	3,500	3,500	2,977	3,500	3,500	3,500	3,500	0	0.00%	3,500	3,500	3,500	3,500
6499	Contingent	111	0	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
	<b>Total Contractual</b>	<b>17,684</b>	<b>12,214</b>	<b>18,900</b>	<b>18,900</b>	<b>11,433</b>	<b>18,900</b>	<b>18,900</b>	<b>18,900</b>	<b>18,900</b>	<b>0</b>	<b>0.00%</b>	<b>15,300</b>	<b>15,300</b>	<b>15,300</b>	<b>15,300</b>
<b>Debt Service:</b>																
6900	Interfund Transfer Expense	0	0	0	50,000	50,000	0	0	0	0	50,000	100.00%	0	0	0	0
	<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>100.00%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Expenditures</b>	<b>45,678</b>	<b>38,365</b>	<b>38,259</b>	<b>88,259</b>	<b>69,612</b>	<b>39,109</b>	<b>38,840</b>	<b>38,840</b>	<b>38,840</b>	<b>49,419</b>	<b>55.99%</b>	<b>35,782</b>	<b>35,514</b>	<b>35,514</b>	<b>35,514</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>48,890</b>	<b>0</b>	<b>(50,000)</b>	<b>(20,109)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Appropriated Fund Balance:</b>																
9090	Appropriated Fund Balance	0	0	0	50,000	0	0	0	0	0			0	0	0	0
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>48,890</b>	<b>0</b>	<b>0</b>	<b>(20,109)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## POXABOGUE GOLF COURSE- SUMMARY

*Department: Poxabogue Golf Course*

**Budget Year:** 2024

**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 Southamptton

## 2024 Adopted Budget

### Poxabogue Golf Course - 7181

Account Code	Description	2022 Adopted Budget	2022 Actual	2023 Adopted Budget	2023 Amended Budget	2023 Dec YTD Actual	2024 Requested Budget	2024 Tentative Budget	2024 Preliminary Budget	2024 Adopted Budget	2024 Adopted / 2023 Amended Difference	2024 Adopted / 2023 Amended % of Change	2025 Requested Budget	2025 Tentative Budget	2025 Preliminary Budget	2025 Adopted Budget
<b>Other Revenue:</b>																
1201	Interest And Earnings	200	2,531	500	500	4,592	1,700	1,700	1,700	1,700	1,200	239.78%	1,500	1,500	1,500	1,500
2011	Rentals	184,800	204,821	194,500	194,500	189,610	93,300	93,300	93,300	93,300	(101,200)	(52.03%)	88,500	88,500	88,500	88,500
2770	Miscellaneous	95,000	64,418	65,000	65,000	68,923	0	0	0	0	(65,000)	(100.00%)	0	0	0	0
<b>Total Other Revenue</b>		<b>280,000</b>	<b>271,771</b>	<b>260,000</b>	<b>260,000</b>	<b>263,126</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>(165,000)</b>	<b>(63.46%)</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>
<b>Total Revenue</b>		<b>280,000</b>	<b>271,771</b>	<b>260,000</b>	<b>260,000</b>	<b>263,126</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>(165,000)</b>	<b>(63.46%)</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>
<b>Total Employee Costs</b>							<b>0</b>	<b>0.00%</b>								
<b>Contractual:</b>																
6401	Contracts	0	0	0	40,215	29,386	30,000	30,000	30,000	30,000	10,215	25.40%	30,000	30,000	30,000	30,000
6404	Electric	6,000	2,991	6,000	8,000	3,857	6,000	6,000	6,000	6,000	2,000	25.00%	5,999	5,999	5,999	5,999
6405	Fuel Oil	8,000	8,100	8,000	8,000	4,898	8,000	8,000	8,000	8,000	0	0.00%	8,001	8,001	8,001	8,001
6407	Repair Building	25,000	14,447	25,000	10,500	6,425	25,000	25,000	25,000	25,000	(14,500)	(138.10%)	25,000	25,000	25,000	25,000
6415	Telephone	6,000	830	6,000	4,360	368	6,000	6,000	6,000	6,000	(1,640)	(37.61%)	6,000	6,000	6,000	6,000
6420	Other	15,000	6,824	15,000	29,140	29,140	20,000	20,000	20,000	20,000	9,140	31.37%	15,000	15,000	15,000	15,000
6455	Depreciation	0	93,081	0	0	0	0	0	0	0	0	0.00%	0	0	0	0
<b>Total Contractual</b>		<b>60,000</b>	<b>126,273</b>	<b>60,000</b>	<b>100,215</b>	<b>74,074</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>5,215</b>	<b>5.20%</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>
<b>Debt Service:</b>																
6900	Interfund Transfer Expense	225,000	225,000	200,000	200,000	200,000	0	0	0	0	200,000	100.00%	0	0	0	0
<b>Total Debt Service</b>		<b>225,000</b>	<b>225,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	<b>100.00%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>		<b>285,000</b>	<b>351,273</b>	<b>260,000</b>	<b>300,215</b>	<b>274,074</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>205,215</b>	<b>68.36%</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>
<b>Net Surplus (Deficit)</b>		<b>(5,000)</b>	<b>(79,503)</b>	<b>0</b>	<b>(40,215)</b>	<b>(10,948)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Appropriated Fund Balance:</b>																
9090	Appropriated Fund Balance	5,000	0	0	40,215	0	0	0	0	0			0	0	0	0
<b>Net Surplus (Deficit)</b>		<b>0</b>	<b>(79,503)</b>	<b>0</b>	<b>0</b>	<b>(10,948)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>