



# City of Los Banos

At the Crossroads of California

[www.losbanos.org](http://www.losbanos.org)

## AGENDA

### PARKS & RECREATION COMMISSION MEETING

CITY HALL COUNCIL CHAMBERS  
520 J Street  
Los Banos, California

APRIL 17, 2018

*If you require special assistance to attend or participate in this meeting, please call the City Clerk's Office @ (209) 827-7000 at least 48 hours prior to the meeting.*

*The City of Los Banos complies with the Americans with Disabilities Act (ADA) of 1990.*

*Si requiere asistencia especial para atender o participar en esta junta por favor llame a la oficina de la Secretaría de la ciudad al (209) 827-7000 a lo menos de 48 horas previas de la junta.*

*La Ciudad de Los Banos cumple con la Acta de Americanos con Deshabilidad (ADA) de 1990.*

*Any writings or documents provided to a majority of the Parks & Recreation Commission regarding any item on this agenda will be made available for public inspection at the meeting and in the City Clerk's office located at City Hall, 520 J Street, Los Banos, California during normal business hours. In addition, such writings and documents may be posted on the City's website at [www.losbanos.org](http://www.losbanos.org).*

*Cualquier escritura o los documentos proporcionaron a una mayoría de la Parks & Recreation Commission con respecto a cualquier artículo en este orden del día será hecho disponible para la inspección pública en la reunión y en la oficina del City Clerk del City Hall, 520 J Street, Los Banos, California durante horas de oficina normales. Además, tales escrituras y los documentos pueden ser anunciados en el website de la Ciudad en [www.losbanos.org](http://www.losbanos.org).*

1. CALL TO ORDER. 6:00 PM
2. PLEDGE OF ALLEGIANCE.
3. ROLL CALL:  
Bangle \_\_, Dominguez \_\_, Harper \_\_, Mitchell \_\_, Munoz \_\_
4. NOMINATION AND SELECTION OF CHAIR AND VICE CHAIR FOR 2018.
5. CONSIDERATION OF APPROVAL OF AGENDA.

*Recommendation: Approve the agenda as submitted.*

6. CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE REGULAR MEETING OF JANUARY 16, 2018.

*Recommendation: Approve the minutes as submitted.*

7. PUBLIC FORUM. (Members of the public may address the Parks & Recreation Commission on any item of public interest that is within the jurisdiction of the Parks & Recreation Commission; includes agenda and non-agenda items. No action will be taken on non-agenda items. Speakers are limited to a five (5) minute presentation. Detailed guidelines are posted on the Council Chamber informational table.)

8. PARKS & RECREATION 2017/2018 REVENUE/EXPENDITURE REPORT.

*Recommendation: Informational item only, no action to be taken.*

9. PROPOSED 2018/2019 FISCAL YEAR BUDGET REVIEW.

*Recommendation: Informational item only, no action to be taken.*

10. RECREATION PROGRAM UPDATE PRESENTATION.

*Recommendation: Informational item only, no action to be taken.*

11. PARKS & RECREATION OPERATIONS MANAGERS REPORT.

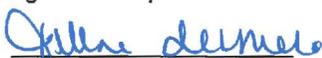
12. PUBLIC WORKS DIRECTOR/CITY ENGINEER REPORT.

13. COMMISSIONER REPORTS.

- A. Thaddeus Bangle
- B. Anthony Dominguez
- C. Rhonda Harper
- D. Laurence Mitchell
- E. Gary Munoz

14. ADJOURNMENT.

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

  
Jelene de Melo, Secretary

Dated this 11<sup>th</sup> day of April 2018

**CITY OF LOS BANOS  
PARKS AND RECREATION COMMISSION MEETING MINUTES  
January 16, 2018**

***ACTION MINUTES – These minutes are prepared to depict action taken for agenda items presented to the Parks and Recreation Commission.***

**CALL TO ORDER:** Commissioner Munoz called the Parks and Recreation Commission Meeting to order at 6:02 p.m.

**PLEDGE OF ALLEGIANCE:** Commissioner Munoz led the pledge of allegiance.

**ROLL CALL – MEMBERS OF THE PARKS AND RECREATION COMMISSION PRESENT:** Dominguez, Harper, Munoz; Bangle and Mitchell excused.

**STAFF MEMBERS PRESENT:** Public Works Director/City Engineer Fachin, Recreation Coordinator II Baker, Administrative Coordinator de Melo.

**NOMINATION AND SELECTION OF CHAIR AND VICE CHAIR FOR 2018:** Commissioners Munoz, Harper and Dominguez decided to postpone vote until next meeting, when all members would be present.

**CONSIDERATION OF APPROVAL OF AGENDA:** Motion by Munoz, seconded by Harper to approve the agenda as submitted. The motion carried by the affirmative vote of all Parks and Recreation Commission Members present; Bangle and Mitchell excused.

**CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE REGULAR MEETING OF OCTOBER 17, 2017:** Motion by Munoz, seconded by Harper to approve the agenda as submitted. The motion carried by the affirmative vote of all Parks and Recreation Commission Members present; Bangle and Mitchell excused.

**PUBLIC FORUM: MEMBERS OF THE PUBLIC MAY ADDRESS THE COUNCIL ON ANY ITEM OF PUBLIC INTEREST THAT IS WITHIN THE JURISDICTION OF THE CITY; INCLUDES AGENDA AND NON-AGENDA ITEMS. NO ACTION WILL BE TAKEN ON NON-AGENDA ITEMS. DETAILED GUIDELINES ARE POSTED ON THE COUNCIL CHAMBER INFORMATIONAL TABLE.** No one came forward to speak, and the Public Forum was closed.

**PARKS & RECREATION 2017/2018 REVENUE/EXPENDITURE REPORT:** Public Works Director/City Engineer Fachin reported we are 50% through the year. We receive a large amount of revenue in May and June. We are on track at this time. We are planning on presenting the proposed budget for fiscal year 2018-2019 at the next Commission Meeting in April. Michael O'Brien has been assigned to the Interim Parks & Recreation Operations Manager position.

**RECREATIONAL PROGRAM MONTHLY REPORT:** Recreation Coordinator Baker reported we just started our youth basketball program at Pacheco High School with 507 kids, up 50 kids from last year. We are partnering with Pacheco High's Basketball teams to referee for our program. In return, we give them scholarship money. We are working on College for Kids programs for the summer, which will include sports camps. We are also partnering with Skyhawk's Academy to offer programs this summer as well. We have been meeting with the Boys & Girls Club, and hoping to secure a partnership with them in the future. Invited everyone to attend and participate in Arbor Day on March 2<sup>nd</sup> at the Community Center.

**PARKS & RECREATION, MUNICIPAL CODE, CHAPTER 2, ARTICLE 1.** Director/City Engineer Fachin reviewed the section of the Municipal Code that pertained to the Parks & Recreation Commission.

**DRAFT BIKE PLAN.** Director/City Engineer Fachin presented the City of Los Banos Bicycle-Pedestrian Plan to the Commission. Motion by Harper, seconded by Dominguez to approve the City of Los Banos Bicycle-Pedestrian Plan as submitted. The motion carried by the affirmative vote of all Parks and Recreation Commission Members present; Bangle and Mitchell excused.

**PARKS & RECREATION OPERATIONS MANAGERS REPORT.** Interim Parks and Recreation Operations Manager O'Brien was unable to attend the meeting.

**PUBLIC WORKS DIRECTOR/CITY ENGINEER REPORT.** Public Works Director/City Engineer Fachin thanked the Commission for approving the Bike Plan.

**COMMISSION MEMBER REPORTS.**

**DOMINGUEZ:** Gave a brief review of his background. Happy to be a Commissioner and is ready to help serve.

**HARPER:** Glad to be back again. Thanked staff for the Holiday Open House. Impressed with the programs that are run out of the Community Center. Thanked staff for the repairs that were done to the Skate Park.

**MUNOZ:** Had a good time serving the community at Breakfast with Santa. Looking forward to doing it again.

**ADJOURNMENT:** The meeting was adjourned at the hour of 7:08 p.m.

APPROVED:

\_\_\_\_\_  
Chairperson

ATTEST:

\_\_\_\_\_  
Jelene de Melo, Secretary



City of  
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At the Crossroads of California

**Agenda Staff Report**

**TO:** Parks and Recreation Commission

**FROM:** Mark Fachin, P.E., Public Works Director/City Engineer

**DATE:** April 17, 2018

**SUBJECT:** Parks and Recreation 2017/2018 Revenue/Expenditure Report

**TYPE OF REPORT:** Informational Item

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**Recommendation:**

Informational item only, no action to be taken.

**Discussion:**

Attached is the 2017/2018 Revenue/Expenditure report for Parks and Recreation as of April 5, 2018. Please note, staff time is not reflected in this report.

**Attachments:**

Parks and Recreation 2017/2018 Revenue/Expenditure Report

General Ledger  
Expenses vs. Budget



City of  
**Los Banos**  
At the Crossroads of California

User: sorozco  
Printed: 04/05/18 16:05:28  
Period 01 - 10  
Fiscal Year 2018

Account Number	Description	Budget	Month to Date	Year To Date	Available	% Expended
<b>100</b>	<b>GENERAL FUND</b>					
	<b>Personnel Services</b>					
100-451-240-101	Salaries	70,146.00	52,682.17	52,682.17	17,463.83	75.10
100-451-240-102	Part Time	52,500.00	33,947.25	33,947.25	18,552.75	64.66
100-451-240-103	Overtime	2,000.00	2,753.65	2,753.65	-753.65	137.68
100-451-240-120	Benefits	62,929.00	37,552.57	37,552.57	25,275.95	59.67
100-451-240-121	Benefits-PERS	23,315.00	16,696.58	16,696.58	6,618.42	71.61
	<b>Personnel Services</b>	<b>210,890.00</b>	<b>143,632.22</b>	<b>143,632.22</b>	<b>67,157.30</b>	<b>68.11</b>
	<b>Supplies &amp; Services</b>					
100-451-240-205	Facility Maintenance	18,000.00	3,874.00	3,874.00	14,126.00	21.52
100-451-240-213	Water Sewerage & Disp	3,000.00	2,107.34	2,107.34	892.66	70.24
100-451-240-231	Professional Services	25,100.00	20,549.00	20,549.00	4,551.00	81.87
100-451-240-232	Credit Card Fees	9,030.00	7,006.47	7,006.47	2,023.53	77.59
100-451-240-237	Recruitment	1,000.00	689.75	689.75	310.25	68.98
100-451-240-238	Technical Services	20,000.00	13,940.50	13,940.50	6,059.50	69.70
100-451-240-240	I.T. Services	8,963.00	8,963.00	8,963.00	0.00	100.00
100-451-240-250	Insurance	4,565.00	3,607.74	3,607.74	957.26	79.03
100-451-240-252	Communications	1,850.00	1,416.33	1,416.33	433.67	76.56
100-451-240-260	Office Supplies	8,500.00	6,825.67	6,825.67	1,317.63	80.30
100-451-240-264	Electricity & Gas	3,823.00	2,357.93	2,357.93	1,225.79	61.68
100-451-240-267	General Materials & Supplies	43,000.00	36,111.21	36,111.21	6,888.79	83.98
100-451-240-270	Special Programs	9,000.00	6,229.00	6,229.00	2,771.00	69.21
100-451-240-273	Special Departmental Expense	3,100.00	3,050.65	3,050.65	49.35	98.41
	<b>Supplies &amp; Services</b>	<b>158,931.00</b>	<b>116,728.59</b>	<b>116,728.59</b>	<b>41,606.43</b>	<b>73.45</b>
	<b>Capital Outlay</b>					
100-451-240-752	Communication Equipment	4,050.00	0.00	0.00	4,050.00	0.00
	<b>Capital Outlay</b>	<b>4,050.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,050.00</b>	<b>0.00</b>
<b>Expense Total</b>		<b>373,871.00</b>	<b>260,360.81</b>	<b>260,360.81</b>	<b>112,813.73</b>	<b>0.6964</b>

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Month to Date</u>	<u>Year To Date</u>	<u>Available</u>	<u>% Expended</u>
451	Recreation	373,871.00	260,360.81	260,360.81	112,813.73	69.64
100	<b>GENERAL FUND</b>	<b><u>373,871.00</u></b>	<b><u>260,360.81</u></b>	<b><u>260,360.81</u></b>	<b><u>112,813.73</u></b>	<b><u>69.64</u></b>
Expense Total		373,871.00	260,360.81	260,360.81	112,813.73	0.6964

General Ledger  
Expenses vs. Budget



City of  
**Los Banos**  
At the Crossroads of California

User: sorozco  
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Period 01 - 10  
Fiscal Year 2018

Account Number	Description	Budget	Month to Date	Year To Date	Available	% Expended
<b>100</b>	<b>GENERAL FUND</b>					
	<b>Personnel Services</b>					
100-452-100-101	Salaries	459,234.00	321,404.08	321,404.08	137,829.92	69.99
100-452-100-102	Part Time	22,960.00	14,440.00	14,440.00	8,520.00	62.89
100-452-100-103	Overtime	8,000.00	6,583.32	6,583.32	1,416.68	82.29
100-452-100-120	Benefits	382,368.00	201,616.82	201,616.82	180,008.51	52.73
100-452-100-121	Benefits-PERS	117,452.00	77,912.69	77,912.69	39,539.31	66.34
100-452-200-101	Salaries	70,619.00	52,190.00	52,190.00	18,429.00	73.90
100-452-200-103	Overtime	1,000.00	253.03	253.03	746.97	25.30
100-452-200-120	Benefits	62,154.00	29,477.71	29,477.71	32,507.78	47.43
100-452-200-121	Benefits-PERS	4,898.00	11,560.44	11,560.44	-6,662.44	236.02
	<b>Personnel Services</b>	<b>1,128,685.00</b>	<b>715,438.09</b>	<b>715,438.09</b>	<b>412,335.73</b>	<b>63.39</b>
	<b>Supplies &amp; Services</b>					
100-452-100-202	Fleet Repair & Maintenance	9,829.00	9,829.00	9,829.00	0.00	100.00
100-452-100-203	Equipment Repair & Maintenance	500.00	111.83	111.83	388.17	22.37
100-452-100-204	Fleet Services	2,757.00	2,757.00	2,757.00	0.00	100.00
100-452-100-205	Facility Maintenance	42,000.00	28,540.52	28,540.52	13,459.48	67.95
100-452-100-213	Water Sewerage & Disposal	21,000.00	12,010.66	12,010.66	8,989.34	57.19
100-452-100-231	Professional Services	134,300.00	89,500.72	89,500.72	48.92	66.64
100-452-100-236	Medical Services	2,000.00	682.96	682.96	1,317.04	34.15
100-452-100-237	Recruitment	1,900.00	-35.00	-35.00	1,935.00	-1.84
100-452-100-238	Technical Services	55,000.00	22,781.45	22,781.45	32,218.55	41.42
100-452-100-240	I.T. Services	13,445.00	13,445.00	13,445.00	0.00	100.00
100-452-100-250	Insurance	29,077.00	21,766.32	21,766.32	7,310.68	74.86
100-452-100-252	Communications	5,000.00	3,858.58	3,858.58	1,141.42	77.17
100-452-100-257	Travel & Training	800.00	543.68	543.68	256.32	67.96
100-452-100-260	Office Supplies	4,000.00	1,326.92	1,326.92	2,539.31	33.17
100-452-100-262	Uniform Expenses	6,000.00	4,080.08	4,080.08	1,919.92	68.00
100-452-100-264	Electricity & Gas	41,000.00	25,337.08	25,337.08	9,503.68	61.80
100-452-100-265	Gasoline & Oil	6,285.00	6,285.00	6,285.00	0.00	100.00
100-452-100-267	General Materials & Supplies	27,700.00	9,220.66	9,220.66	18,479.34	33.29
100-452-100-273	Special Departmental Exp.	45,323.75	28,387.13	28,387.13	16,936.62	62.63
	<b>Supplies &amp; Services</b>	<b>447,916.75</b>	<b>280,429.59</b>	<b>280,429.59</b>	<b>116,443.79</b>	<b>62.61</b>

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Month to Date</u>	<u>Year To Date</u>	<u>Available</u>	<u>% Expended</u>
100-452-100-752	<b>Capital Outlay</b> Communication Equipment	4,050.00	0.00	0.00	4,050.00	0.00
	<b>Capital Outlay</b>	<b>4,050.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,050.00</b>	<b>0.00</b>
100-452-100-825	<b>Charge Ins - Outs</b> Charge-Out	-752,489.00	-541,127.13	-541,127.13	-211,361.87	71.91
	<b>Charge Ins - Outs</b>	<b>-752,489.00</b>	<b>-541,127.13</b>	<b>-541,127.13</b>	<b>-211,361.87</b>	<b>71.91</b>
Expense Total		<u>828,162.75</u>	<u>454,740.55</u>	<u>454,740.55</u>	<u>321,467.65</u>	<u>0.5491</u>
452	Maintenance	828,162.75	454,740.55	454,740.55	321,467.65	54.91
100	<b>GENERAL FUND</b>	<b>828,162.75</b>	<b>454,740.55</b>	<b>454,740.55</b>	<b>321,467.65</b>	<b>54.91</b>
Expense Total		828,162.75	454,740.55	454,740.55	321,467.65	0.5491

General Ledger  
Expenses vs. Budget



City of  
**Los Banos**  
At the Crossroads of California

User: sorozco  
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Period 01 - 10  
Fiscal Year 2018

Account Number	Description	Budget	Month to Date	Year To Date	Available	% Expended
<b>100</b>	<b>GENERAL FUND</b>					
	<b>Personnel Services</b>					
100-453-260-102	Part Time	11,900.00	7,021.00	7,021.00	4,879.00	59.00
100-453-260-103	Overtime	150.00	0.00	0.00	150.00	0.00
100-453-260-120	Benefits	1,247.00	537.17	537.17	709.83	43.08
100-453-260-121	Benefits-PERS	0.00	235.22	235.22	-235.22	0.00
	<b>Personnel Services</b>	<b>13,297.00</b>	<b>7,793.39</b>	<b>7,793.39</b>	<b>5,503.61</b>	<b>58.61</b>
	<b>Supplies &amp; Services</b>					
100-453-260-260	Office Supplies	1,750.00	991.82	991.82	668.99	56.68
100-453-260-267	General Materials & Supplies	5,050.00	4,859.14	4,859.14	190.86	96.22
	<b>Supplies &amp; Services</b>	<b>6,800.00</b>	<b>5,850.96</b>	<b>5,850.96</b>	<b>859.85</b>	<b>86.04</b>
Expense Total		<u>20,097.00</u>	<u>13,644.35</u>	<u>13,644.35</u>	<u>6,363.46</u>	<u>0.6789</u>
453	Senior Citizens	20,097.00	13,644.35	13,644.35	6,363.46	67.89
<b>100</b>	<b>GENERAL FUND</b>	<b>20,097.00</b>	<b>13,644.35</b>	<b>13,644.35</b>	<b>6,363.46</b>	<b>67.89</b>
Expense Total		20,097.00	13,644.35	13,644.35	6,363.46	0.6789

General Ledger  
Expenses vs. Budget



City of  
**Los Banos**  
At the Crossroads of California

User: sorozco  
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Period 01 - 10  
Fiscal Year 2018

Account Number	Description	Budget	Month to Date	Year To Date	Available	% Expended
<b>100</b>	<b>GENERAL FUND</b>					
	<b>Personnel Services</b>					
100-481-100-102	Part Time	63,000.00	41,267.39	41,267.39	21,732.61	65.50
100-481-100-103	Overtime	300.00	0.00	0.00	300.00	0.00
100-481-100-120	Benefits	5,863.00	3,157.07	3,157.07	2,705.93	53.85
100-481-100-121	Benefits-PERS	729.00	379.29	379.29	349.71	52.03
	<b>Personnel Services</b>	<b>69,892.00</b>	<b>44,803.75</b>	<b>44,803.75</b>	<b>25,088.25</b>	<b>64.10</b>
	<b>Supplies &amp; Services</b>					
100-481-100-205	Facility Maintenance	28,700.00	19,112.00	19,112.00	9,588.00	66.59
100-481-100-232	Credit Card Fees	3,870.00	3,313.01	3,313.01	556.99	85.61
100-481-100-236	Medical Services	250.00	40.00	40.00	210.00	16.00
100-481-100-237	Recruitment	650.00	569.75	569.75	80.25	87.65
100-481-100-240	IT Services	24,649.00	24,649.00	24,649.00	0.00	100.00
100-481-100-250	Insurance	12,194.00	11,963.42	11,963.42	230.58	98.11
100-481-100-252	Communications	4,205.00	3,996.35	3,996.35	208.65	95.04
100-481-100-260	Office Supplies	6,700.00	4,853.29	4,853.29	1,579.23	72.44
100-481-100-264	Electricity & Gas	20,000.00	15,109.27	15,109.27	4,890.73	75.55
100-481-100-267	General Materials & Supplies	7,862.00	2,760.51	2,760.51	5,101.49	35.11
100-481-100-268	Building Maintenance	13,394.00	10,824.80	10,824.80	1,138.60	80.82
100-481-100-273	Special Departmental Exp.	3,300.00	1,716.50	1,716.50	1,583.50	52.02
	<b>Supplies &amp; Services</b>	<b>125,774.00</b>	<b>98,907.90</b>	<b>98,907.90</b>	<b>25,168.02</b>	<b>78.64</b>
	<b>Capital Outlay</b>					
100-481-100-752	Communication Equipment	4,500.00	0.00	0.00	4,500.00	0.00
	<b>Capital Outlay</b>	<b>4,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,500.00</b>	<b>0.00</b>
Expense Total		<u>200,166.00</u>	<u>143,711.65</u>	<u>143,711.65</u>	<u>54,756.27</u>	<u>0.7180</u>
481	Community Center	200,166.00	143,711.65	143,711.65	54,756.27	71.80
<b>100</b>	<b>GENERAL FUND</b>	<b>200,166.00</b>	<b>143,711.65</b>	<b>143,711.65</b>	<b>54,756.27</b>	<b>71.80</b>

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Month to Date</u>	<u>Year To Date</u>	<u>Available</u>	<u>% Expended</u>
Expense Total		200,166.00	143,711.65	143,711.65	54,756.27	0.7180

General Ledger  
Revenue Analysis

User: sorozco  
Printed: 04/05/18 16:04:13  
Period 01 - 10  
Fiscal Year 2018



City of  
**Los Banos**  
At the Crossroads of California

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Month to Date</u>	<u>End Bal</u>	<u>AvailUncollect</u>
100-000-363-020	Comm Center Grand Room Rental	-65,000.00	-62,672.50	-62,672.50	-2,327.50
100-000-363-050	Comm Center Meeting Rm Rental	-7,300.00	-7,805.00	-7,805.00	505.00
100-000-363-070	Digital Sign Advertising	-6,200.00	-4,700.00	-4,700.00	-1,500.00
100-000-363-090	Comm Cntr Other Rentals	-5,850.00	-4,150.00	-4,150.00	-1,700.00
<b>100</b>	<b>GENERAL FUND</b>	<b>-84,350.00</b>	<b>-79,327.50</b>	<b>-79,327.50</b>	<b>-5,022.50</b>
Revenue Total		<u><b>-84,350.00</b></u>	<u><b>-79,327.50</b></u>	<u><b>-79,327.50</b></u>	<u><b>-5,022.50</b></u>

General Ledger  
Revenue Analysis

User: sorozco  
Printed: 04/05/18 16:02:56  
Period 01 - 10  
Fiscal Year 2018



City of  
**Los Banos**  
At the Crossroads of California

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Month to Date</u>	<u>End Bal</u>	<u>AvailUncollect</u>
100-000-365-012	Recreation Contributions	-1,040.00	-1,040.00	-1,040.00	0.00
<b>100</b>	<b>GENERAL FUND</b>	<b><u>-1,040.00</u></b>	<b><u>-1,040.00</u></b>	<b><u>-1,040.00</u></b>	<b><u>0.00</u></b>
Revenue Total		<b><u>-1,040.00</u></b>	<b><u>-1,040.00</u></b>	<b><u>-1,040.00</u></b>	<b><u>0.00</u></b>

General Ledger  
Revenue Analysis

User: sorozco  
Printed: 04/05/18 16:01:42  
Period 01 - 10  
Fiscal Year 2018



City of  
**Los Banos**  
At the Crossroads of California

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Month to Date</u>	<u>End Bal</u>	<u>AvailUncollect</u>
100-000-363-011	Recreation Rentals	-60,000.00	-46,476.00	-46,476.00	-13,524.00
<b>100</b>	<b>GENERAL FUND</b>	<b><u>-60,000.00</u></b>	<b><u>-46,476.00</u></b>	<b><u>-46,476.00</u></b>	<b><u>-13,524.00</u></b>
Revenue Total		<b><u>-60,000.00</u></b>	<b><u>-46,476.00</u></b>	<b><u>-46,476.00</u></b>	<b><u>-13,524.00</u></b>

General Ledger  
Revenue Analysis

User: sorozco  
Printed: 04/05/18 15:59:56  
Period 01 - 10  
Fiscal Year 2018



City of  
**Los Banos**  
At the Crossroads of California

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Month to Date</u>	<u>End Bal</u>	<u>AvailUncollect</u>
100-000-347-011	Recreation Programs	-160,000.00	-94,316.00	-94,316.00	-65,684.00
100-000-347-013	Senior Citizen Activities	-7,300.00	-5,930.00	-5,930.00	-1,370.00
100-000-347-015	Special Rec Functions	-6,901.00	-6,915.00	-6,915.00	14.00
<b>100</b>	<b>GENERAL FUND</b>	<b><u>-174,201.00</u></b>	<b><u>-107,161.00</u></b>	<b><u>-107,161.00</u></b>	<b><u>-67,040.00</u></b>
Revenue Total		<b><u>-174,201.00</u></b>	<b><u>-107,161.00</u></b>	<b><u>-107,161.00</u></b>	<b><u>-67,040.00</u></b>



City of  
**Los Banos**  
At the Crossroads of California

## Agenda Staff Report

**TO:** Parks and Recreation Commission

**FROM:** Mark Fachin, P.E., Public Works Director/City Engineer

**DATE:** April 17, 2018

**SUBJECT:** Proposed 2018/2019 Fiscal Year Parks and Recreation Budget Review

**TYPE OF REPORT:** Informational Item

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**Recommendation:**

This is an informational item, no action to be taken.

**Discussion:**

The 2018/2019 Parks and Recreation Budget consists of holding General Fund expenditures in order to meet established budget targets. This budget will enable Parks and Recreation to meet its community needs without the further reduction of programs and events. The City Council will consider adopting the 2018/2019 Fiscal Year Budget at their meeting on June 20, 2018.

**Fiscal Impact:**

Recreational programs have been set up to pay for themselves through the appropriate fees that are charged.

**Attachments:**

Proposed 2018/2019 Fiscal Year Parks and Recreation Budget

**Recreation**

Account Number	Description	16-17 Actuals	17-18 Adopted	17-18 Estimated	18-19 Requested	18-19 Requested
100-451-240-101	Salaries	66,655	70,146	70,146	68,910	
100-451-240-102	Part Time	38,893	52,500	52,500	57,500	
100-451-240-103	Overtime	1,789	2,000	2,000	2,000	6000
100-451-240-120	Benefits	54,972	58,476	58,476	61,627	
100-451-240-121	Benefits-PERS	21,251	23,315	23,315	25,482	
100-451-240-205	Facility Maintenance	7,125	18,000	7,500	8,000	
100-451-240-213	Water Sewerage & Disp	3,368	3,000	3,000	3,000	
100-451-240-231	Professional Services	19,953	23,100	25,100	26,500	ba pending
100-451-240-232	Credit Card Fees	-	9,030	10,250	10,250	charge customer
100-451-240-237	Recruitment	2,554	1,000	1,000	3,000	
100-451-240-238	Technical Services	19,759	20,000	20,000	20,000	
100-451-240-240	I.T. Services	6,661	8,963	8,963	9,411	5%
100-451-240-250	Insurance	4,191	4,565	4,565	5,021	10%
100-451-240-252	Communications	2,410	1,850	1,850	1,850	
100-451-240-257	Travel & Training	-	-	-	-	
100-451-240-260	Office Supplies	9,121	8,500	8,500	10,000	
100-451-240-264	Electricity & Gas	3,287	3,823	3,800	4,100	7%
100-451-240-267	General Materials & Supplies	39,332	38,500	43,000	47,000	ba pending
100-451-240-270	Special Programs	4,851	9,000	6,228	9,000	
100-451-240-273	Special Departmental Expense	218	2,900	3,100	3,200	
100-451-240-720	Buildings & Structures	27,645	-	-	30,000	
100-451-240-752	Communication Equipment	-	4,050	-	4,050	
100-451-240-770	Computer Equipment	-	-	-	-	
100-451-240-825	Charge-Out	-	-	-	-	
			<b>362,718</b>	<b>353,293</b>	<b>413,901</b>	

18-19 Requested includes additional \$4,000 for Overtime account

revised 3-29-18

**Rec Revenue**

<b>Account Number</b>	<b>Description</b>	<b>16-17 Actuals</b>	<b>17-18 Adopted</b>	<b>17-18 Estimated</b>	<b>18-19 Requested</b>
100-000-347-011	Recreation Programs	148,661	160,000	160,000	160,000
100-000-347-013	Senior Citizen Activities	7,870	7,300	6,000	6,000
100-000-347-015	Special Rec Functions	6,461	5,000	8,476	7,000
100-000-363-011	Recreation Rentals	65,920	60,000	60,678	62,000
100-000-365-012	Recreation Contributions	18,600	7,600	1,040	1,500
			<b>239,900</b>	<b>236,194</b>	<b>236,500</b>

revised 4-3-18

**Maintenance**

<b>Account Number</b>	<b>Description</b>	<b>16-17 Actuals</b>	<b>17-18 Adopted</b>	<b>17-18 Estimated</b>	<b>18-19 Requested</b>
100-452-100-101	Salaries	380,489	459,234	459,234	460,479
100-452-100-102	Part Time	54,797	22,960	22,960	23,000
100-452-100-103	Overtime	7,751	8,000	8,000	8,000
100-452-100-104	Part Time-LLD's	7,409	0	0	0
100-452-100-120	Benefits	285,197	345,369	345,369	351,027
100-452-100-121	Benefits-PERS	44,543	117,452	117,452	129,223
100-452-200-101	Salaries	1,420	70,619	70,619	81,624
100-452-200-103	Overtime	0	1,000	1,000	1,000
100-452-200-120	Benefits	570	62,154	62,154	72,595
100-452-200-121	Benefits-PERS	91	4,898	4,898	18,392
100-452-100-202	Fleet Repair & Maintenance	10,295	9,829	9,829	8,129
100-452-100-203	Equipment Repair & Maintenance	5	500	500	500
100-452-100-204	Fleet Services	2,594	2,757	2,757	2,860
100-452-100-205	Facility Maintenance	36,367	42,000	42,000	42,000
100-452-100-207	Rental - Land & Buildings	0	0	0	0
100-452-100-208	Rental - Vehicle & Equipment	0	0	0	0
100-452-100-213	Water Sewerage & Disposal	17,639	21,000	19,500	19,500
100-452-100-231	Professional Services	134,251	134,300	134,300	134,300
100-452-100-236	Medical Services	2,093	2,000	1,400	2,000
100-452-100-237	Recruitment	2,520	1,900	900	900
100-452-100-238	Technical Services	42,564	55,000	55,000	55,000
100-452-100-240	I.T. Services	9,991	13,445	13,445	14,117 5%
100-452-100-250	Insurance	22,275	29,077	28,000	30,000 10%
100-452-100-252	Communications	5,242	5,000	5,000	5,000
100-452-100-257	Travel & Training	160	800	1,000	4,800 ba 200
100-452-100-260	Office Supplies	1,501	4,000	3,000	3,000 ba 200>257
100-452-100-262	Uniform Expenses	4,811	6,000	6,000	6,000
100-452-100-264	Electricity & Gas	36,194	41,000	38,000	40,660 7%
100-452-100-265	Gasoline & Oil	5,986	6,285	6,285	6,285
100-452-100-267	General Materials & Supplies	18,082	27,700	27,700	29,000
100-452-100-268	Building Maintenance	0	0	0	0
100-452-100-273	Special Departmental Exp.	12,339	45,324	45,000	48,000
100-452-100-717	Landscape & Irrigation	0	0	0	0
100-452-100-720	Building & Structures	0	0	0	20,000 Scout Hut ADA
100-452-100-740	Miscellaneous Equipment	0	0	0	0
100-452-100-747	Park/Playground Equipment	0	0	0	0
100-452-100-752	Communication Equipment	0	4,050	0	4,050
100-452-100-753	Specialized Equipment	0	0	0	65,000 wood chipper
100-452-100-755	Specialized Vehicles	0	0	0	0
100-452-100-770	Computer Equipment	0	0	0	0
100-452-100-820	Charge - In	0	0	0	0
100-452-100-821	Principal - Lease/Loans	0	0	0	0
100-452-100-825	Charge-Out	-543,981	-752,489	-752,489	-805,235
100-452-100-881	Interest - Leases/Loans	0	0	0	0
			<b>791,164</b>	<b>778,813</b>	<b>881,206</b>

revised 3-30-18

**Community Center**

<b>Account Number</b>	<b>Description</b>	<b>16-17 Actuals</b>	<b>17-18 Adopted</b>	<b>17-18 Estimated</b>	<b>18-19 Requested</b>	
100-481-100-102	Part Time	55,774	63,000	63,000	69,000	
100-481-100-103	Overtime	-	300	300	300	
100-481-100-120	Benefits	5,549	9,013	9,013	9,678	
100-481-100-121	Benefits-PERS	700	729	729	-	
100-481-100-205	Facility Maintenance	28,668	28,700	28,700	28,700	
100-481-100-213	Water Sewer & Disposal	-	-	-	-	
100-481-100-231	Professional Services	-	-	-	-	
100-481-100-232	Credit Card Fees	-	3,870	4,450	5,000	ba pending
100-481-100-236	Medical Services	40	250	250	250	
100-481-100-238	Technical Services	-	-	6,500	6,500	boys & girls
100-481-100-240	IT Services	18,317	24,649	24,649	25,880	5%
100-481-100-250	Insurance	11,085	12,194	12,194	13,500	10%
100-481-100-252	Communications	4,212	4,205	5,000	5,300	ba pending
100-481-100-257	Travel & Training	-	-	-	-	
100-481-100-260	Office Supplies	6,205	5,500	6,700	7,000	ba pending
100-481-100-264	Electricity & Gas	17,751	20,000	20,000	22,000	10%
100-481-100-267	General Materials & Supplies	5,608	7,862	6,000	7,000	
100-481-100-268	Building Maintenance	14,054	12,094	15,294	17,000	ba pending
100-481-100-273	Special Departmental Exp.	1,524	3,300	1,717	2,000	
100-481-100-720	Buildings & Structure	-	-	-	7,000	A/C replace
100-481-100-752	Communication Equipment	-	4,500	-	4,500	
100-481-100-770	Computer Equipment	-	-	-	-	
			<b>200,166</b>	<b>204,496</b>	<b>230,608</b>	

Estimated and Requested numbers reflect a summer program only. Annual program costs are not reflected in the Requested column as these costs are yet to be determined as of submittal date.

**revised 3-30-18**

**Community Center Rental Revenue**

<b>Account Number</b>	<b>Description</b>	<b>16-17 Actuals</b>	<b>17-18 Adopted</b>	<b>17-18 Estimated</b>	<b>18-19 Requested</b>
100-000-363-020	Comm Center Grand Room Rental	73,015	65,000	91,020	80,000
100-000-363-030	Comm Cntr Multi Purpose Rental	400	-	300	300
100-000-363-040	Comm Center Daily Passes	-	-	-	-
100-000-363-050	Comm Center Meeting Rm Rental	3,055	2,500	5,260	3,000
100-000-363-060	Comm Center Janitorial Service	-	-	-	-
100-000-363-080	Community Center Pavers	-	-	-	-
100-000-363-090	Comm Cntr Other Rentals	550	-	7,400	7,400
			<b>67,500</b>	<b>103,980</b>	<b>90,700</b>

revised 3-28-18

**Seniors**

<b>Account Number</b>	<b>Description</b>	<b>16-17 Actuals</b>	<b>17-18 Adopted</b>	<b>17-18 Estimated</b>	<b>18-19 Requested</b>
100-453-260-102	Part Time	11,757	11,900	11,900	12,000
100-453-260-103	Overtime	-	150	150	150
100-453-260-120	Benefits	900	1,247	1,247	1,257
100-453-260-121	Benefits-PERS	-	-	-	882
100-453-260-257	Travel & Training	-	-	-	-
100-453-260-260	Office Supplies	2,074	1,750	1,750	2,000
100-453-260-267	General Materials & Supplies	4,031	5,050	5,050	6,000
			<b>20,097</b>	<b>20,097</b>	<b>22,289</b>

revised 3-28-18



City of  
**Los Banos**  
*At the Crossroads of California*

**Agenda Staff Report**

**TO:** Parks and Recreation Commission

**FROM:** Mark Fachin, P.E., Public Works Director/City Engineer

A handwritten signature in blue ink, appearing to read 'Mark Fachin', is located to the right of the 'FROM:' field.

**DATE:** April 17, 2018

**SUBJECT:** Recreation Program Update Presentation

**TYPE OF REPORT:** Informational Item

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**Recommendation:**

Informational item only, no action to be taken.

**Discussion:**

There will be a Recreation Program Update presented by Recreation Coordinator II, Rob Baker.