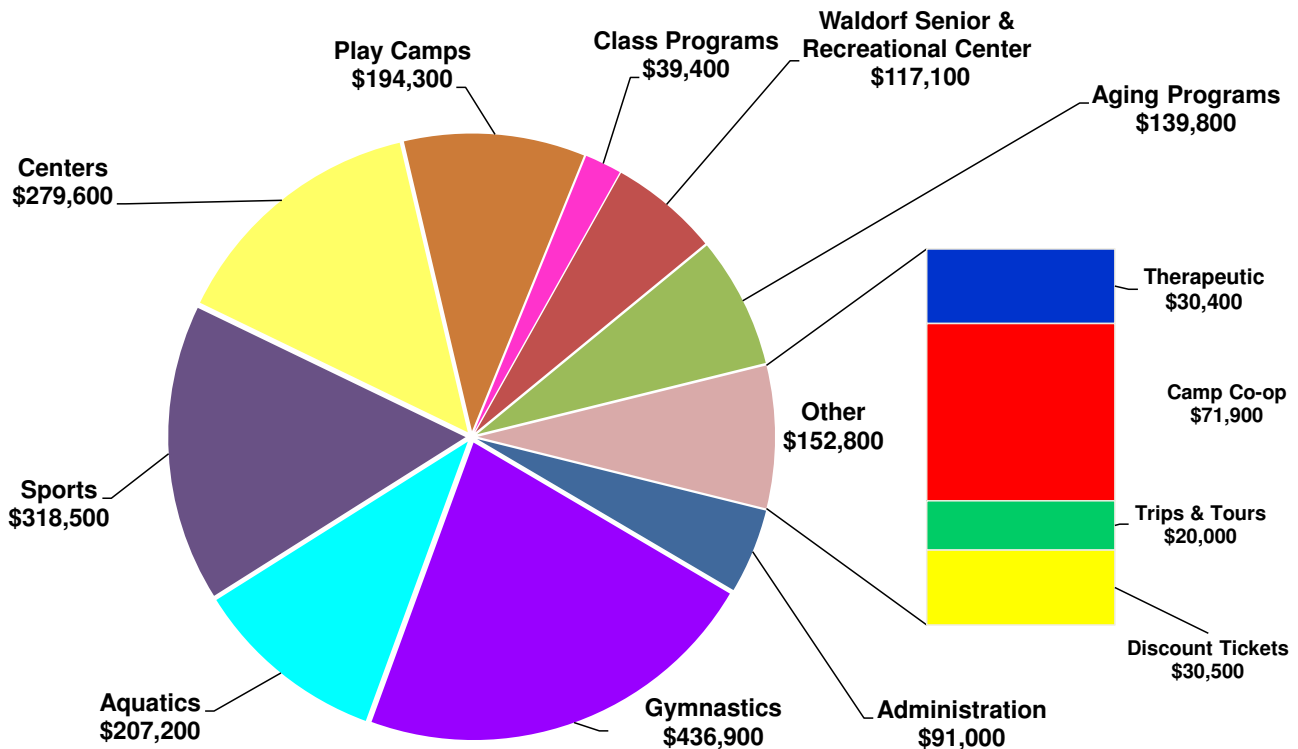


# FISCAL YEAR 2022

## Recreation Fund

### TOTAL PROPOSED BUDGET: \$1,976,600

The Recreation Enterprise Fund manages the recreational and leisure time activities for County residents to include: class programs, youth sports leagues, open programs, special population programs, school community center programs, gymnastic programs, swimming pool programs, special events, and summer/day camps. Program revenues and expenditures will fluctuate from year to year based on program participation. The FY2022 proposed budget includes funding for 26.7 full time equivalent positions of which 25.7 are part time and 1.0 is full time. FY2021 adopted budget included funding for 37.7 full time equivalent positions.



	FY21 Adopted	FY21 Requested	FY22 Proposed	Variance	% Change
Operating Revenue	\$2,439,600	\$2,191,600	\$1,976,600	(\$463,000)	-19.0%
Baseline Expenditures	2,439,600	2,388,700	1,976,600	(463,000)	-19.0%
Operating Surplus/(Deficit)	\$0	(\$197,100)	\$0	\$0	

#### Decisions made to get the Recreation Fund in balance:

##### 1) Personnel and Operating funding changes related to the Aquatics Program.

- Part Time I employees which mostly consists of Lifeguards are now funded by the General Fund.
- Part Time II employees which mostly consists of Swim Instructors will remain in the Recreation Fund.
- Basic operation and maintenance costs at the outdoor pools are now funded by the General Fund.
- Daily admission fees to enter the indoor or outdoor pools will be moved to the General Fund
- Swimming lesson fees will remain in the Recreation Fund.
- Net savings to the Recreation Fund / Net costs moved to the General Fund: **\$145,400**

##### 2) The full time position charged to Class Programs will now be funded by the General Fund.

- Net savings to the Recreation Fund / Net costs moved to the General Fund: **\$51,700**

# RECREATION FUND

	FY21 Adopted	FY21 Requested	FY22 Proposed	Variance	% Change
<b><u>Revenues</u></b>					
Service Charges	\$2,204,200	\$1,955,200	\$1,740,200	(\$464,000)	-21.1%
Rent Revenue	5,500	6,500	6,500	1,000	18.2%
Other	54,900	54,900	54,900	0	0.0%
Total Operating Revenues	\$2,264,600	\$2,016,600	\$1,801,600	(\$463,000)	-20.4%
General Fund Subsidy	175,000	\$175,000	175,000	0	0.0%
<b>Total Revenues</b>	<b>\$2,439,600</b>	<b>\$2,191,600</b>	<b>\$1,976,600</b>	<b>(\$463,000)</b>	<b>-19.0%</b>
<b><u>Expenses</u></b>					
Salaries	\$1,434,500	\$1,432,300	\$1,108,300	(\$326,200)	-22.7%
Fringe	158,300	142,800	112,700	(45,600)	-28.8%
Operating	796,500	764,700	706,500	(90,000)	-11.3%
Contingency	50,300	48,900	49,100	(1,200)	-2.4%
<b>Total Expenditures</b>	<b>\$2,439,600</b>	<b>\$2,388,700</b>	<b>\$1,976,600</b>	<b>(\$463,000)</b>	<b>-19.0%</b>
<b>Net Operations</b>	<b>\$0</b>	<b>(\$197,100)</b>	<b>\$0</b>	<b>\$0</b>	

**NOTE:** Staff is proposing no changes to the current approved fee structure that support Recreation Enterprise Fund programs.

## Recreation

**Department:** Recreation, Parks, and Tourism  
**Division/Program:** Recreation  
**Program Administrator:** Sam Drury, Chief of Recreation  
<http://www.charlescountyparks.com/recreation/recreation>

**Account:** 24.30.40  
**Fund:** Enterprise

<b>Expenditure Category</b>	<b>FY2020 Actual</b>	<b>FY2021 Adopted</b>	<b>FY2022 Request</b>	<b>FY2022 Proposed</b>	<b>\$ Change from FY2021</b>	<b>% Chg.</b>
Personal Services	\$896,400	\$1,382,100	\$1,384,100	\$1,060,100	(\$322,000)	-23.3%
Fringe Benefits	122,467	153,400	138,800	108,900	(44,500)	-29.0%
Operating Costs	575,323	726,400	695,800	637,600	(88,800)	-12.2%
Operating Contingency	0	28,500	30,200	30,400	1,900	6.7%
<b>Total Expenditures</b>	<b>\$1,594,190</b>	<b>\$2,290,400</b>	<b>\$2,248,900</b>	<b>\$1,837,000</b>	<b>(\$453,400)</b>	<b>-19.8%</b>
<b>Revenues</b>	<b>\$1,303,208</b>	<b>\$2,290,400</b>	<b>\$2,051,800</b>	<b>\$1,836,800</b>	<b>(\$453,600)</b>	<b>-19.8%</b>

### Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the full year impact of the classification and compensation study that was approved in FY2021, and adjustments to the part time scale for scheduled minimum wage increases which is being offset by the reallocation of PT I employees who support the County's Aquatics program which operates indoor and outdoor community pools. Additionally, a Recreation and Leisure Program Specialist was reallocated to the General Fund.
- The **Operating Costs** budget decrease is due to the following:
  - Administration = (\$3,000)
    - Decrease of (\$3,000) in Office Supplies based on actuals.
  - Sports = (\$700)
    - Decrease of (\$700) in phone reimbursements. Funds were transferred to IT's phone reimbursement account for better tracking.
  - Trips & Tours = (\$5,000)
    - Decrease Contract Services based on prior years.
  - Programs = (\$700)
    - Decrease of (\$700) in phone reimbursements. Funds were transferred to IT's phone reimbursement account for better tracking.
  - Aquatics = (\$59,700)
    - Decrease of (\$500) in Uniforms based on prior years.
    - Decrease of (\$1,200) in phone reimbursements. Funds were transferred to IT's phone reimbursement account for better tracking.
    - A decrease of (\$58,000) to General Supplies, Advertising, Employee Education, and Contract Services due to moving expenses to the General Fund under the new Aquatics division.
  - Therapeutic = (\$2,000)
    - Decrease of (\$2,000) in General Supplies based on prior years.
  - Discount Tickets = (\$14,500)
    - Decrease of (\$14,500) in Contract Services based on actuals.
  - Camp Co-op = (\$100)
    - Decrease of (\$100) in Advertising based on actuals.
  - Community Centers = (\$1,500)
    - Increase of \$500 in Contract Services based on actuals.
    - Decrease of (\$1,000) in General Supplies based on actuals.
    - Decrease of (\$1,000) in phone reimbursements. Funds were transferred to IT's phone reimbursement account for better tracking.
  - Gymnastics = (\$3,600)
    - Decrease of (\$600) in phone reimbursements. Funds were transferred to IT's phone reimbursement account for better tracking.
    - Decrease of (\$1,000) in Telephone due to landlines being charged to Information Technology via the Indirect Cost account.
    - Decrease of (\$2,000) in Contract Services due to low account activity.
- The **Operating Contingency** is to cover any potential salary increases for next fiscal year.

## Recreation

<b>Department:</b>	Recreation, Parks, and Tourism	<b>Account:</b>	24.30.40
<b>Division\Program:</b>	Recreation	<b>Fund:</b>	Enterprise
<b>Program Administrator:</b>	Sam Drury, Chief of Recreation		

### **Description**

The Recreation Division offers a variety of structured and non-structured sports leagues and activities for persons of all ages. All programs are self-supporting, with youth leagues being supplemented by the County for officials and part-time facility supervision.

- Sports programs and leagues include: Youth and Adult Basketball, Youth and Adult Soccer, Youth and Adult Volleyball, Youth and Adult Kickball and Adult Softball.
- Trips and tours are offered for registrants to have the opportunity to participate in variety of experiences.
- Three Indoor Pools are operated year round at Lackey High School, North Point High School, and the Donald M. Wade Aquatic Center at St. Charles High School. Three Outdoor Pools are operated seasonally at La Plata, McDonough, and Thomas Stone High Schools. In addition to daily admission, the pools offer swim lessons, water aerobics, water safety, birthday parties, private rentals, and a variety of other programs and special events.
- Camp CO-OP is an exciting day camp for special education students between the ages of 5 & 21 with moderate to severe disabilities.
- Therapeutic programs are, for the most part, operated under the auspices of the county Special Olympics Program.
- Discount tickets for amusement parks are offered April through August each year. The ticket prices offer a 10-15 percent discount from the regular gate prices.
- The Elite Gymnastics & Recreation Center provides traditional gymnastics and dance classes for beginner to advanced levels for all ages. Pre-competitive and competitive teams are offered under the guidance of the USA Gymnastics Jr. Olympic Program.
- Operation of ten school based Community Centers and Port Tobacco Recreation Center to host a variety of programs, services, activities, sports leagues and recreational opportunities to persons of all ages. They are focal points in each geographic area of Charles County and generate a sense of community through interaction and programs. Community Centers offer drop-in programs, summer camps, middle school afterschool programs and host indoor sports, fitness classes, recreational and leisure programs, and special events. Community Centers programs include: Class programs, Middle School After School program, Drop In programs, Summer Camps, Fitness classes and Special Events.
- The Waldorf Senior & Recreational Center is a Multi-Generational facility hosting a variety of recreational and leisure programs, as well as the home to the Waldorf Senior Center. The facility has a basketball court, racquetball courts, fitness room, group exercise room, youth room, large multi-purpose room, and several classrooms.

<b><u>Positions:</u></b>	<b><u>FY18</u></b>	<b><u>FY19</u></b>	<b><u>FY20</u></b>	<b><u>FY21</u></b>	<b><u>FY22</u></b>
<b><u>Title</u></b>	<b><u>FTE</u></b>	<b><u>FTE</u></b>	<b><u>FTE</u></b>	<b><u>FTE</u></b>	<b><u>FTE</u></b>
Sports Program Supervisor	1.0	1.0	1.0	1.0	1.0
Recreation Facility & Program Supervisor	1.0	1.0	1.0	0.0	0.0
Recreation and Leisure Program Specialist	1.0	1.0	1.0	1.0	0.0
Part Time Positions	29.3	31.6	32.2	32.2	22.2
<b>Total Full Time Equivalent</b>	<b>32.3</b>	<b>34.6</b>	<b>35.2</b>	<b>34.2</b>	<b>23.2</b>

## Recreation

**Department:** Community Services **Account:** 24.06.21.11  
**Division\Program:** Aging & Human Services - Nanjemoy Community Center **Fund:** Enterprise  
**Program Administrator:** Lisa Furlow, Chief of Aging & Human Services  
[www.charlescountymd.gov/cs/aging/aging-and-senior-programs](http://www.charlescountymd.gov/cs/aging/aging-and-senior-programs)

<b>Expenditure Category</b>	<b>FY2020 Actual</b>	<b>FY2021 Adopted</b>	<b>FY2022 Request</b>	<b>FY2022 Proposed</b>	<b>\$ Change from FY2021</b>	<b>% s</b>
Personal Services	\$1,953	\$9,800	\$3,000	\$3,000	(\$6,800)	-69.4%
Fringe Benefits	240	900	400	200	(700)	-77.8%
Operating Costs	4,375	4,800	3,600	3,600	(1,200)	-25.0%
Operating Contingency	0	300	0	0	(300)	N/A
<b>Total Expenditures</b>	<b>\$6,568</b>	<b>\$15,800</b>	<b>\$7,000</b>	<b>\$6,800</b>	<b>(\$9,000)</b>	<b>-57.0%</b>
<b>Revenues</b>	<b>\$3,631</b>	<b>\$6,000</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>\$1,000</b>	<b>16.7%</b>

### Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** were adjusted based on prior year history and includes adjustments to the part time scale due to scheduled minimum wage increases.
- **Operating Costs** were decreased due to recent trends.
- - Contract Services is decreasing by (\$1,000) due to previous years actuals.
- - The General Supplies account is decreasing (\$200) due to historical trends.
- **Revenues** were decreased due to current activity.

### Description

Nanjemoy Community Center is a multiservice center offering programs and services for the residents of southwestern Charles County. As a satellite facility, it offers outreach and counseling for benefits. Program opportunities for youth and adults, special community events, and a health clinic are among the programs offered. All programs and classes are self-supporting.

### Positions:

<u>Title</u>	<u>FY18 FTE</u>	<u>FY19 FTE</u>	<u>FY20 FTE</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>
Part Time Positions	0.2	0.2	0.2	0.2	0.2
<b>Total Full Time Equivalent</b>	<b>0.2</b>	<b>0.2</b>	<b>0.2</b>	<b>0.2</b>	<b>0.2</b>

**Department:** Community Services **Account:** 24.06.21  
**Division\Program:** Aging & Human Services - Senior Services **Fund:** Enterprise  
**Program Administrator:** Lisa Furlow, Chief of Aging & Human Services  
[www.charlescountymd.gov/cs/aging/aging-and-senior-programs](http://www.charlescountymd.gov/cs/aging/aging-and-senior-programs)

<b>Expenditure Category</b>	<b>FY2020 Actual</b>	<b>FY2021 Adopted</b>	<b>FY2022 Request</b>	<b>FY2022 Proposed</b>	<b>\$ Change from FY2021</b>	<b>% Chg</b>
Personal Services	\$16,679	\$42,600	\$45,200	\$45,200	\$2,600	6.1%
Fringe Benefits	1,898	4,000	3,600	3,600	(400)	-10.0%
Operating Costs	50,760	65,300	65,300	65,300	0	0.0%
Operating Contingency	0	21,500	18,700	18,700	(2,800)	-13.0%
<b>Total Expenditures</b>	<b>\$69,338</b>	<b>\$133,400</b>	<b>\$132,800</b>	<b>\$132,800</b>	<b>(\$600)</b>	<b>-0.4%</b>
<b>Revenues</b>	<b>\$138,809</b>	<b>\$143,200</b>	<b>\$132,800</b>	<b>\$132,800</b>	<b>(\$10,400)</b>	<b>-7.3%</b>

### Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** change is due to adjustments to the part time scale due to scheduled minimum wage increases.
- **Revenues** were adjusted based on anticipated FY2022 activity.

### Description:

Program fees and donations support education, recreational, and social activities for Senior Citizens.

### Positions:

<u>Title</u>	<u>FY18 FTE</u>	<u>FY19 FTE</u>	<u>FY20 FTE</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>
Senior Center Coordinator	0.1	0.1	0.1	0.0	0.0
Part Time Positions	3.3	3.3	3.3	3.3	3.3
<b>Total Full Time Equivalent</b>	<b>3.4</b>	<b>3.4</b>	<b>3.4</b>	<b>3.3</b>	<b>3.3</b>

### Objectives & Measurements:

See General Fund- Community Services for a listing of all Objectives & Measurements regardless of funding source.