



Date: May 16, 2019
 To: Board of Directors
 From: Monica Suua, Chief Financial Officer
 Subject: The District's FY19-20 Budget
 (**Review and recommend approval of the BCHD FY19-20 Budget.**)

The attached FY2019-20 Beach Cities Health District (BCHD) recommended budget projects the following overall revenues and expenses:

- Revenues \$14.9 million; up 4% vs. FY18-19 Budget (3% vs. Actual)
- Operating Expenditures \$14.0 million; up 3% vs. FY18-19 Budget (4% vs. Actual)
- Operating Income \$936,000; up 16% vs. FY18-19 budget of \$805,000
- Capital Expenditures \$996,000 (FY18-19 budget \$573,000)
- Healthy Living Campus \$1.3 million (FY18-19 Budget \$0 million)

The District developed the FY19-20 budget collaboratively with all BCHD departments involved. The departments are therefore able to maximize synergies among departments and ensure we collectively stay on course with the developed BCHD strategic plan. The strategic plan in turn ensures time and funds are being committed to the programming and projects, like the Healthy Minds Study, Youth Substance Use Prevention, etc. that supports the Health Priorities identified by the board, committee members, members of the public and BCHD staff. The annual budget then executes the strategic plan that is tied to the Health Priorities to achieve the District vision of "A healthy beach community".

Below is a summary of the Districts FY19-20 budget incoming funds by type and expenditures by function in comparison to prior year budget and estimated actual FY18-19:

	FY19-20	FY18-19			FY18-19		
	BUDGET	BUDGET	Variance	%	EST. ACTUAL	Variance	%
Revenues							
20% Health & Fitness	2,994,000	2,881,000	113,000	4.0%	2,758,000	236,000	9.0%
26% Property Tax	3,931,000	3,761,000	170,000	5.0%	3,761,000	170,000	5.0%
26% Lease	3,822,000	3,713,000	109,000	3.0%	3,733,000	89,000	2.0%
7% Building Exp Reimbursements	990,000	750,000	240,000	32.0%	982,000	8,000	1.0%
6% Interest	966,000	1,001,000	(35,000)	(3.0%)	1,001,000	(35,000)	(3.0%)
14% Limited Partnership	2,162,000	2,162,000	0	0.0%	2,162,000	0	0.0%
0% Donations & Other	5,000	5,000	0	0.0%	47,000	(42,000)	(89.0%)
0% Grant Revenue	47,000	47,000	0	0.0%	47,000	0	0.0%
TOTAL REVENUES	\$14,917,000	\$14,320,000	\$597,000	4.0%	\$14,491,000	\$426,000	3.0%
Expenses							
23% Health & Fitness	3,199,000	3,117,000	(82,000)	(3.0%)	2,992,000	(207,000)	(7.0%)
31% Life Spans	4,281,000	4,108,000	(173,000)	(4.0%)	4,063,000	(218,000)	(5.0%)
17% Property	2,410,000	2,300,000	(110,000)	(5.0%)	2,389,000	(21,000)	(1.0%)
13% Other Programs	1,795,000	1,691,000	(104,000)	(6.0%)	1,639,000	(156,000)	(10.0%)
16% Support Services	2,296,000	2,299,000	3,000	0.0%	2,387,000	91,000	4.0%
TOTAL EXPENSES	\$13,981,000	\$13,515,000	(\$466,000)	(3.0%)	\$13,470,000	(\$511,000)	(4.0%)
OPERATING INCOME	\$936,000	\$805,000	\$131,000	16.0%	\$1,021,000	(\$85,000)	(8.0%)

The FY19-20 budgeted incoming funds are improving 4% year-over-year (YOY) budget, and 3% YOY actuals. The main budget increase, in leases, is from including Building Operating reimbursements that continue to increase from tenants for \$240,000, which is included in the actual revenues from leases resulting in the 2% increase versus prior year actual in comparison to 32% versus prior year budget for leases.

Health & Fitness (H&F) operations are budgeting to improve revenues, mainly from Toddler Town at Adventure Plex that is operating strong and from a full year of benefits from current year rate increases and some built in the upcoming budget year mainly to cover increased expenses due to minimum wage requirements.

Property tax funds are estimated to grow by 5% as the real-estate market continue to remain strong in the Beach Cities and nationally. Interest rates continue to be low with a slight increasing trend but are still unpredictable resulting in no change in the District's investment portfolio interest budget and the decrease shown is resulting from the amortization of the Notes Receivable on hand.

The FY19-20 budgeted expenditures are increasing \$466,000 or 3% year-over-year (YOY) budget, and \$511,000 or 4% YOY actuals. Due to FY19-20 being a non-election year and adding back the \$140,000 election cost budget in FY18-19, the total expenses increase is \$606,000 or 4%.

The expense increase in the FY19-20 budget compared to prior year is greater mainly due to the savings in payroll expenses experiencing in FY18-19 as a result of open positions, staff on leave, etc.

\$200,000 of the expense increase are further investments in programs and services (inclusive of staffing cost increases), like Healthy Minds initiative (\$50,000), Youth Substance Use Prevention, Beach Cities Partnership for Youth Coalition, Mental Health and Happiness.

IT services and infrastructure are increasing \$110,000 from cost of contracted services and investments in new software and website development and security requirements (for example, HIPPA).

Health & Fitness operations expense increase is mainly in payroll costs for \$145,000 because of the CA minimum wage, sick pay and pay equity requirements some of which is offset by \$63,000 in savings from buying equipment out right rather than leasing, and also less demand for Independent Contractor classes replaced by Toddler Town operations.

In Property operations, expenses are increasing \$57,000 for engineering wages, janitorial services and insurance.

At support and other services expense increases include emergency preparedness \$14,000, \$10,000 increase in the legal expense budget, payment of a portion of health insurance premiums for elected officials \$35,000 similar to benefits offered by cities, and \$98,000 maintaining a 3% average merit increase to retain talent and other employee benefits like CalPERS pension, etc.

During the budget process, the District focused on maintaining and growing services where needed and possible and at the same being responsible for long-term financial commitments to be able to adjust to changes in future economic conditions. For example, when a position opened up the District shifted full-time staff to part-time, temporary or contracted staff, and rather than increasing the budget year-over-year, departments shifted resources from programs that are ongoing but not growing like Moais and Purpose work-shops to the newer programs and initiatives, like Youth Coalition programming, Mental Health and Happiness, etc.

Also, for the FY19-20 budget, the District initiated a competitive grant award process in compliance with AB 2019. Eleven non-profit organizations submitted applications. The District will award seven grants and will be able to save and shift \$18,000 from direct grants to other programs and services if approved by the Board.

The District also continues to invest in long-term Capital assets, like servers, workstations, audio visual, new Health and Fitness equipment, building improvements and Healthy Living Campus.

Below is a table of new recommended investments included in the FY19-20 Budget:

BCHD Department	Capital Investment	FY19-20
MFA	Surface Pro Tablets (Trainers)	15,000
CHF	Silver Room & Group Exercise Audio	12,300
CHF/APLEX	Credit Card Processor Machines	10,000
IT	Workstations (Desktop, Laptops, Monitors)	27,000
IT	Server	15,000
Total IT Automation Projects		\$ 79,300
CHF	Strength and Cardio Equipment	292,000
APLEX	Inflatables	9,600
Total FF&E Projects		\$ 301,600
CHF	Silver Room Upgrades	15,000
BCHD	Fire Alarm Panel	50,000
514 Prospect	Tenant Contingency (3rd Floor)	150,000
514 Prospect	Building Improvements Contingency	200,000
Sunrise	Solar	200,000
Total Building Improvements		\$ 615,000
Sub-Total		\$ 995,900
Bike Path - Gross Cost		1,707,000
Bike Path - Grant Application 80% of Cost		(1,366,000)
Net Bike Path Cost		\$ 341,000
Healthy Living Campus		1,300,000
Total Beach Cities Health District Capital Investments		\$ 2,636,900

The District FY19-20 Budget provides the community with all existing programs and services, with enhancements in programs identified as priorities, like Healthy Minds, Youth Substance Use and Youth Coalition, Mental Health and Happiness, Medical-Based programming, etc. at the same time as providing for \$936,000 of income from operation for investment in the future of the District's mission "To enhance community health through partnerships, programs and services for people who live and work in Hermosa, Manhattan and Redondo Beach".

For further review, please find attached the District FY19-20 Budget by function.

Action Item:

Review and recommend approval of the BCHD FY19-20 Budget.

TOTAL BCHD - CONSOLIDATED	BUDGET				ACTUAL FY18-19 ESTIMATE			
	FY19-20	FY18-19	Var.	%	ACTUAL	Versus	%	FY19-20
REVENUE								
Classes & Group	135,082	129,638	5,444	4.%	121,490	13,592	11.%	
Membership	853,891	849,451	4,440	1.%	845,132	8,759	1.%	
One-time Visits & Consults	1,027,513	996,767	30,746	3.%	886,326	141,187	16.%	
Toddler Town Revenues	485,003	387,902	97,102	25.%	460,101	24,903	5.%	
Camp Revenue	415,974	433,795	(17,822)	(4.%)	380,217	35,757	9.%	
Food & Beverage	27,003	25,885	1,118	4.%	27,112	(109)	(0.%)	
Retail	12,177	13,938	(1,762)	(13.%)	14,277	(2,100)	(15.%)	
Childcare	9,411	9,306	105	1.%	9,306	105	1.%	
Balances Due on Account	(21,468)	(15,000)	(6,468)	43.%	(30,676)	9,208	30.%	
Other Revenues	0	4,700	(4,700)	(100.%)	0	0	0.0%	
Facility Rental	49,813	44,604	5,210	12.%	44,616	5,197	12.%	
Total User - Fees	2,994,398	2,880,985	113,413	4.%	2,757,900	236,498	9.%	
Property Tax	3,930,505	3,760,620	169,885	5.%	3,760,620	169,885	5.%	
Lease	3,822,207	3,713,171	109,036	3.%	3,733,000	89,207	2.%	
BOE allocation to tenants	990,432	750,000	240,432	32.%	982,000	(8,432)	(1.%)	
Interest	965,861	1,000,840	(34,979)	(3.%)	1,000,840	(34,979)	(3.%)	
Realized/Unrealized Gain & Loss	0	0	0	100.0%	0	0	0.0%	
Limited Partnership	2,162,000	2,161,680	320	0.0%	2,161,680	320	0.0%	
Donations	5,000	5,000	0	0.0%	7,000	(2,000)	(29.%)	
Other Revenue	0	0	0	0.0%	40,027	(40,027)	(100.%)	
Restricted Donations	0	0	0	0.0%	0	0		
Unrestricted Donations	0	0	0	0.0%	0	0		
Grant Revenue	47,315	47,315	0	0.0%	47,315	0	0.0%	
Misc Revenue	0	0	0	0.0%	0	0	0.0%	
Total Government	11,923,319	11,438,626	484,693	4.%	11,732,482	173,974	1.%	
TOTAL REVENUES	14,917,717	14,319,611	598,106	4.%	14,490,381	410,472	3.%	
Payroll								
Salaries - Reg FT	3,758,106	3,673,886	(84,220)	(2.%)	3,631,007	(127,099)	(4.%)	
Salaries - Reg PT	1,287,178	1,090,592	(196,586)	(18.%)	927,602	(359,576)	(39.%)	
Salaries - Instructor (non-benefit)	301,069	297,187	(3,882)	(1.%)	267,297	(33,772)	(13.%)	
Cafeteria Plan Contribution	592,602	519,464	(73,138)	(14.%)	527,479	(65,123)	(12.%)	
Payroll Taxes	378,608	352,999	(25,609)	(7.%)	343,320	(35,288)	(10.%)	
LTD Insurance	12,855	11,994	(860)	(7.%)	11,994	(860)	(7.%)	
Pension Plan Contribution	505,516	438,361	(67,155)	(15.%)	421,515	(84,001)	(20.%)	
Unemployment Insurance	22,000	13,000	(9,000)	(69.%)	13,000	(9,000)	(69.%)	
Employee Incentive Bonus	0	0	0	0.0%	1,313	1,313	100.0%	
Employee Serv award exp	7,160	2,592	(4,568)	(176.%)	9,900	2,740	28.%	
Accrued Vacation (PTO)	0	0	0	0.0%	0	0	0.0%	
Total Payroll Expenses	6,865,094	6,400,076	(465,018)	(7.%)	6,154,428	(710,666)	(12.%)	
Payroll Tax % to Wages	7.1%	7.0%			7.1%			
Program Costs								
COGS - Cost of Goods Sold - non-food	11,262	14,680	3,418	23.0%	11,261	(0)	(0.0%)	
Cafe Supplies - cost of good sold - food	16,588	16,588	0	0.0%	16,588	(0)	(0.0%)	
Consumables (food used as supplies)	12,970	22,020	9,050	41.0%	19,200	6,230	32.0%	
Client Transportation	13,930	13,930	0	0.0%	13,930	0	0.0%	
Office Supplies	25,629	24,572	(1,057)	(4.%)	26,395	766	3.0%	
Gym/Locker Room Supplies	46,240	39,632	(6,608)	(17.%)	74,473	28,234	38.0%	
Program Supplies	92,459	85,590	(6,869)	(8.%)	83,082	(9,378)	(11.%)	
Janitorial Supplies	35,955	36,760	806	2.0%	36,843	889	2.0%	
Other Supplies	3,790	4,340	550	13.0%	2,794	(996)	(36.%)	
Total Program Costs	258,822	258,112	(710)	(0.0%)	284,566	25,744	9.0%	
Human Resources								
Employee Retention & Recognition	7,725	9,985	2,260	23.0%	9,572	1,847	19.0%	
Employee Wellness	40,827	43,227	2,400	6.0%	29,631	(11,196)	(38.%)	
Employee Assistance	0	0	0	0.0%	0	0	0.0%	
ADP Payroll Processing Fees	38,400	46,536	8,136	17.0%	41,536	3,136	8.0%	
Education & Training Seminars	40,117	43,310	3,193	7.0%	41,279	1,162	3.0%	
Insurance - Worker's Comp	42,947	51,702	8,755	17.0%	45,520	2,573	6.0%	
Recruitment	23,749	22,799	(950)	(4.%)	16,016	(7,733)	(48.%)	
Tuition Reimbursement	23,458	25,160	1,702	7.0%	25,160	1,702	7.0%	
Uniforms	18,647	14,947	(3,700)	(25.%)	14,883	(3,764)	(25.%)	
Employee Travel/Parking	39,848	43,376	3,528	8.0%	40,493	645	2.0%	
Employee Assistance Pgm	0	0	0	0.0%	0	0	0.0%	
CSI Over/Short Deposit	0	0	0	0.0%	103	103	100.0%	
Total Human Resources Expenses	275,718	301,043	25,325	8.0%	264,194	(11,525)	(4.%)	
Information Systems								
IT/ Hardware/Electronics	0	0	0	0.0%	3,279	3,279	100.0%	
IT Server Equipment	5,000	2,500	(2,500)	(100.%)	2,500	(2,500)	(100.%)	
IT Workstations	1,700	1,700	0	0.0%	1,700	0	0.0%	
Presentational Equipment	0	0	0	#DIV/0!	0	0	0.0%	
Phone Equipment	9,000	9,000	0	0.0%	9,000	0	0.0%	
IT Repair & Maint Parts	1,500	1,740	240	14.0%	1,740	240	14.0%	
IT Website / Internet Equipment	0	0	0	0.0%	325	325	100.0%	
IT Monitors & Printers	0	0	0	#DIV/0!	0	0	0.0%	
IT Network Expense	0	2,200	2,200	0.0%	1,200	1,200	100.0%	

TOTAL BCHD - CONSOLIDATED	BUDGET				ACTUAL FY18-19 ESTIMATE		
	FY19-20	FY18-19	Var.	%	ACTUAL	Versus	%
IT Software Expense	188,295	177,293	(11,002)	(6.%)	181,609	(6,686)	(4.%)
Total Information Systems Expenses	205,495	194,433	(11,062)	(6.%)	201,353	(4,142)	(2.%)
Community Relations				0.%			
Advertising	118,000	117,389	(611)	(1.%)	117,389	(611)	(1.%)
Community Education Materials	2,004	2,004	0	0.%	2,004	0	0.%
Community Outreach	41,888	41,330	(558)	(1.%)	39,755	(2,133)	(5.%)
Internet / Intranet / Website	14,000	10,000	(4,000)	(40.%)	10,000	(4,000)	(40.%)
Dues & Memberships	32,611	29,836	(2,775)	(9.%)	30,661	(1,950)	(6.%)
Educational Materials	1,743	1,743	0	0.%	1,743	0	0.%
Mailing Services	10,680	10,680	0	0.%	10,680	0	0.%
Management of Volunteers	24,900	21,605	(3,295)	(15.%)	24,326	(574)	(2.%)
Meetings	41,350	39,260	(2,090)	(5.%)	54,240	12,890	24.%
Postage	55,879	65,784	9,904	15.%	66,717	10,837	16.%
Printing	165,617	186,720	21,103	11.%	182,750	17,133	9.%
Promotional Items/Materials	46,700	55,550	8,850	16.%	54,250	7,550	14.%
Subscriptions	1,209	143	(1,066)	(743.%)	986	(223)	(23.%)
Business Promotion Allocation	5,000	5,000	0	0.%	0	(5,000)	(100.%)
Total Community Relations Facilities	561,582	587,045	25,462	4.%	595,501	33,919	6.%
Building Maintenance & Repair	190,273	179,256	(11,018)	(6.%)	194,256	3,982	2.%
Equipment/Furniture < \$5,000	56,607	60,860	4,253	7.%	62,985	6,377	10.%
Equipment/Lease	81,608	113,440	31,832	28.%	119,849	38,241	32.%
Equipment/General Maintenance & Repair	133,540	142,263	8,723	6.%	153,162	19,622	13.%
Landscape Maintenance	82,984	82,914	(70)	(0.%)	83,844	861	1.%
Electricity	370,650	370,650	0	0.%	370,650	(0)	(0.%)
Gas	126,546	126,546	0	0.%	126,546	0	0.%
Water	123,700	123,700	0	0.%	123,136	(564)	(0.%)
Waste Removal	15,755	14,992	(763)	(5.%)	14,932	(823)	(6.%)
Plant Service	7,110	7,159	49	1.%	7,064	(46)	(1.%)
Records Storage	0	0	0	0.%	0	0	0.%
Security	0	0	0	0.%	0	0	0.%
Telephone	63,150	64,800	1,650	3.%	65,274	2,124	3.%
Janitorial Services	265,380	232,080	(33,300)	(14.%)	266,170	790	0.%
Parking Lot allocation	0	0	0	0.%	0	0	0.%
Internal BOE allocation	0	0	0	0.%	0	0	0.%
Total Facilities Expenses	1,517,303	1,518,659	1,356	0.%	1,587,868	70,565	4.%
Professional Services				0.%			
Accounting Services	30,000	39,100	9,100	23.%	39,100	9,100	23.%
Banking Services	98,704	96,940	(1,764)	(2.%)	103,768	5,064	5.%
Election Services	0	140,000	140,000	100.%	187,294	187,294	100.%
Laundry Services	90,745	92,017	1,273	1.%	85,745	(5,000)	(6.%)
Legal Services	94,500	84,500	(10,000)	(12.%)	134,487	39,987	30.%
Outside Services	670,184	540,879	(129,305)	(24.%)	534,951	(135,233)	(25.%)
Outside Service-Research	175,000	125,000	(50,000)	(40.%)	175,000	0	0.%
Outside Services - H&F	104,353	127,826	23,473	18.%	116,152	11,799	10.%
Outside Services - Property	84,000	84,000	0	0.%	84,000	0	0.%
Engineering/Maintenance Services	314,597	290,826	(23,770)	(8.%)	310,826	(3,770)	(1.%)
Research Services	0	0	0	0.%	0	0	0.%
Service Contracts	126,612	120,529	(6,083)	(5.%)	123,040	(3,571)	(3.%)
Taxes & Licensing	13,001	11,660	(1,342)	(12.%)	12,845	(157)	(1.%)
Total Professional Services Expenses	1,801,695	1,753,277	(48,418)	(3.%)	1,907,208	105,512	6.%
Other Expenses				0.%			
Prospect South Bay	72,000	72,000	0	0.%	72,000	0	0.%
Depreciation	0	0	0	0.%	0	0	0.%
Debt Service - Principal Pmt.	483,232	446,463	(36,768)	(8.%)	446,463	(36,768)	
Interest Expense	236,768	273,538	36,770	13.%	273,538	36,770	13.%
Committed Savings	0	0	0	0.%	0	0	0.%
Insurance - General	227,036	215,121	(11,915)	(6.%)	222,582	(4,454)	(2.%)
Total Other Expenses	1,019,036	1,007,122	(11,914)	(1.%)	1,014,583	(4,453)	(0.%)
Grants & Health Fund				0.%			
Grants	1,087,954	1,105,954	18,000	2.%	1,105,954	18,000	2.%
Health Fund - Youth	5,400	5,400	0	0.%	5,400	0	0.%
Health Fund - Adults	6,204	6,204	0	0.%	6,204	0	0.%
Health Fund - Seniors	370,000	370,000	0	0.%	336,489	(33,511)	(10.%)
Holiday Assistance	7,000	7,000	0	0.%	6,320	(680)	(11.%)
Total Funds & Grants Expenses	1,476,558	1,494,558	18,000	1.%	1,460,367	(16,191)	(1.%)
TOTAL EXPENSES	13,981,305	13,514,325	(466,980)	(3.%)	13,470,068	(511,237)	(4.%)
Income (Loss) Before Cap Ex	936,412	805,286	\$131,126	16.%	\$1,020,313	(\$83,901)	(8.%)

TOTAL LIFE SPAN SERVICES

	BUDGET				ACTUAL FY18-19 ESTIMATE			
	FY19-20	FY18-19	VARIANCE	%	Est. Annual	Annual vs. FY20	%	
REVENUE								
Classes & Group	0	0	0	0.0%	650	(650)	(100.0%)	
Membership	0	0	0	0.0%	0	0	0.0%	
One-time Visits & Consults	0	0	0	0.0%	0	0	0.0%	
Toddler Town Revenues	0	0	0	0.0%	0	0	0.0%	
Camp Revenue	0	0	0	0.0%	0	0	0.0%	
Food & Beverage	0	0	0	0.0%	0	0	0.0%	
Retail	0	0	0	0.0%	0	0	0.0%	
Childcare	0	0	0	0.0%	0	0	0.0%	
Balances Due on Account	0	0	0	0.0%	0	0	0.0%	
Other Revenues	0	0	0	0.0%	0	0	0.0%	
Facility Rental	0	0	0	0.0%	0	0	0.0%	
Total User - Fees	0	0	0	0.0%	650	(650)	(100.0%)	
Property Tax	0	0	0	0.0%	0	0	0.0%	
Lease	0	0	0	0.0%	0	0	0.0%	
BOE allocation to tenants	0	0	0	0.0%	0	0	0.0%	
Interest	0	0	0	0.0%	0	0	0.0%	
Realized/Unrealized Gain & Loss	0	0	0	0.0%	0	0	0.0%	
Limited Partnership	0	0	0	0.0%	0	0	0.0%	
Donations	0	0	0	0.0%	0	0	0.0%	
Other Revenue	0	0	0	0.0%	3,750	(3,750)	(100.0%)	
Restricted Donations	0	0	0	0.0%	0	0	0.0%	
Unrestricted Donations	0	0	0	0.0%	0	0	0.0%	
Grant Revenue	47,315	47,315	0	0.0%	47,315	0	0.0%	
Misc Revenue	0	0	0	0.0%	0	0	0.0%	
Total Government	47,315	47,315	0	0.0%	51,065	(3,750)	(7.0%)	
TOTAL REVENUES	47,315	47,315	0	0.0%	51,715	(4,400)	(9.0%)	
Payroll								
Salaries - Reg FT	1,409,889	1,316,861	(93,028)	(7.0%)	1,304,750	(105,139)	(8.0%)	
Salaries - Reg PT	173,247	135,574	(37,673)	(28.0%)	108,096	(65,151)	(60.0%)	
Salaries - Instructor (non-benefit)	34,060	33,800	(260)	(1.0%)	21,670	(12,390)	(57.0%)	
Cafeteria Plan Contribution	231,163	202,166	(28,997)	(14.0%)	210,181	(20,982)	(10.0%)	
Payroll Taxes	113,110	102,809	(10,301)	(10.0%)	98,950	(14,160)	(14.0%)	
LTD Insurance	4,931	4,463	(467)	(10.0%)	4,463	(467)	(10.0%)	
Pension Plan Contribution	170,479	146,750	(23,728)	(16.0%)	141,485	(28,993)	(20.0%)	
Unemployment Insurance	0	0	0	0.0%	0	0	0.0%	
Employee Incentive Bonus	0	0	0	0.0%	128	128	100.0%	
Employee Serv award exp	0	0	0	0.0%	0	0	0.0%	
Accrued Vacation (PTO)	0	0	0	0.0%	0	0	0.0%	
Total Payroll Expenses	2,136,879	1,942,424	(194,455)	(10.0%)	1,889,724	(247,155)	(13.0%)	
Payroll Tax % to Wages	7.0%	6.9%			6.9%			
Program Costs								
COGS - Cost of Goods Sold - non-food	0	0	0	0.0%	0	0	0.0%	
Cafe Supplies - cost of good sold - food	0	0	0	0.0%	0	0	0.0%	
Consumables (food used as supplies)	7,320	12,620	5,300	42.0%	12,720	5,400	42.0%	
Client Transportation	0	0	0	0.0%	0	0	0.0%	
Office Supplies	5,028	5,148	120	2.0%	5,201	173	3.0%	
Gym/Locker Room Supplies	0	0	0	0.0%	0	0	0.0%	
Program Supplies	42,618	35,608	(7,010)	(20.0%)	29,264	(13,354)	(46.0%)	
Janitorial Supplies	0	0	0	0.0%	0	0	0.0%	
Other Supplies	0	0	0	0.0%	0	0	0.0%	
Total Program Costs	54,966	53,376	(1,590)	(3.0%)	47,184	(7,782)	(16.0%)	
Human Resources								
Employee Retention & Recognition	1,300	1,300	0	0.0%	1,300	0	0.0%	
Employee Wellness	0	0	0	0.0%	0	0	0.0%	
Employee Assistance	0	0	0	0.0%	0	0	0.0%	
ADP Payroll Processing Fees	0	0	0	0.0%	0	0	0.0%	
Education & Training Seminars	12,174	11,174	(1,000)	(9.0%)	11,174	(1,000)	(9.0%)	
Insurance - Worker's Comp	4,589	6,573	1,984	30.0%	6,573	1,984	30.0%	
Recruitment	700	700	0	0.0%	891	191	21.0%	
Tuition Reimbursement	10,000	14,000	4,000	29.0%	14,000	4,000	29.0%	
Uniforms	2,000	1,300	(700)	(54.0%)	2,206	206	9.0%	
Employee Travel/Parking	11,794	14,974	3,180	21.0%	14,974	3,180	21.0%	
Employee Assistance Pgm	0	0	0	0.0%	0	0	0.0%	
CSI Over/Short Deposit	0	0	0	0.0%	0	0	0.0%	
Total Human Resources Expenses	42,557	50,021	7,464	15.0%	51,118	8,561	17.0%	
Information Systems								
IT/ Hardware/Electronics	0	0	0	0.0%	0	0	0.0%	
IT Server Equipment	0	0	0	0.0%	0	0	0.0%	
IT Workstations	1,700	1,700	0	0.0%	1,700	0	0.0%	
Presentational Equipment	0	0	0	0.0%	0	0	0.0%	
Phone Equipment	0	0	0	0.0%	0	0	0.0%	
IT Repair & Maint Parts	0	0	0	0.0%	0	0	0.0%	

TOTAL LIFE SPAN SERVICES

	BUDGET				ACTUAL FY18-19 ESTIMATE			
	FY19-20	FY18-19	VARIANCE	%	Est. Annual	Annual vs. FY20	%	
IT Website / Internet Equipment	0	0	0	0.0%	0	0	0.0%	
IT Monitors & Printers	0	0	0	0.0%	0	0	0.0%	
IT Network Expense	0	0	0	0.0%	0	0	0.0%	
IT Software Expense	17,300	17,000	(300)	(2.0%)	21,919	4,619	21.0%	
Total Information Systems Expenses	19,000	18,700	(300)	(2.0%)	23,619	4,619	20.0%	
Community Relations				0.0%				
Advertising	0	0	0	0.0%	0	0	0.0%	
Community Education Materials	2,004	2,004	0	0.0%	2,004	0	0.0%	
Community Outreach	8,380	6,380	(2,000)	(31.0%)	4,805	(3,575)	(74.0%)	
Internet / Intranet / Website	0	0	0	0.0%	0	0	0.0%	
Dues & Memberships	428	428	0	0.0%	428	0	0.0%	
Educational Materials	1,000	1,000	0	0.0%	1,000	0	0.0%	
Mailing Services	0	0	0	0.0%	0	0	0.0%	
Management of Volunteers	0	0	0	0.0%	1,306	1,306	100.0%	
Meetings	12,450	12,850	400	3.0%	13,048	598	5.0%	
Postage	1,876	1,576	(300)	(19.0%)	1,731	(145)	(8.0%)	
Printing	21,900	25,300	3,400	13.0%	27,308	5,408	20.0%	
Promotional Items/Materials	4,700	4,700	0	0.0%	4,700	0	0.0%	
Subscriptions	0	0	0	0.0%	0	0	0.0%	
Business Promotion Allocation	0	0	0	0.0%	0	0	0.0%	
Total Community Relations	52,738	54,238	1,500	3.0%	56,330	3,592	6.0%	
Facilities								
Building Maintenance & Repair	0	0	0	0.0%	0	0	0.0%	
Equipment/Furniture < \$5,000	1,004	1,004	0	0.0%	1,004	0	0.0%	
Equipment/Lease	0	0	0	0.0%	0	0	0.0%	
Equipment/General Maintenance & Repair	0	0	0	0.0%	0	0	0.0%	
Landscape Maintenance	0	0	0	0.0%	0	0	0.0%	
Electricity	0	0	0	0.0%	0	0	0.0%	
Gas	0	0	0	0.0%	0	0	0.0%	
Water	0	0	0	0.0%	0	0	0.0%	
Waste Removal	0	0	0	0.0%	0	0	0.0%	
Plant Service	600	600	0	0.0%	600	0	0.0%	
Records Storage	0	0	0	0.0%	0	0	0.0%	
Security	0	0	0	0.0%	0	0	0.0%	
Telephone	0	0	0	0.0%	0	0	0.0%	
Janitorial Services	0	0	0	0.0%	0	0	0.0%	
Parking Lot allocation	0	0	0	0.0%	0	0	0.0%	
Internal BOE allocation	0	0	0	0.0%	0	0	0.0%	
Total Facilities Expenses	1,604	1,604	0	0.0%	1,604	0	0.0%	
Professional Services								
Accounting Services	0	0	0	0.0%	0	0	0.0%	
Banking Services	0	0	0	0.0%	0	0	0.0%	
Election Services	0	0	0	0.0%	0	0	0.0%	
Laundry Services	0	0	0	0.0%	0	0	0.0%	
Legal Services	0	0	0	0.0%	0	0	0.0%	
Outside Services	249,144	260,804	11,660	4.0%	260,804	11,660	4.0%	
Outside Service-Research	175,000	125,000	(50,000)	(40.0%)	175,000	0	0.0%	
Outside Services - H&F	0	0	0	0.0%	0	0	0.0%	
Outside Services - Property	0	0	0	0.0%	0	0	0.0%	
Engineering/Maintenance Services	0	0	0	0.0%	0	0	0.0%	
Research Services	0	0	0	0.0%	0	0	0.0%	
Service Contracts	1,008	1,008	0	0.0%	1,008	0	0.0%	
Taxes & Licensing	0	0	0	0.0%	0	0	0.0%	
Total Professional Services Expenses	425,152	386,812	(38,340)	(10.0%)	436,812	11,660	3.0%	
Other Expenses								
Prospect South Bay	0	0	0	0.0%	0	0	0.0%	
Depreciation	0	0	0	0.0%	0	0	0.0%	
Debt Service - Principal Pmt.	0	0	0	0.0%	0	0	0.0%	
Interest Expense	0	0	0	0.0%	0	0	0.0%	
Committed Savings	0	0	0	0.0%	0	0	0.0%	
Insurance - General	0	0	0	0.0%	0	0	0.0%	
Total Other Expenses	0	0	0	0.0%	0	0	0.0%	
Grants & Health Fund								
Grants	1,042,954	1,060,954	18,000	2.0%	1,060,954	18,000	2.0%	
Health Fund - Youth	5,400	5,400	0	0.0%	5,400	0	0.0%	
Health Fund - Adults	6,204	6,204	0	0.0%	6,204	0	0.0%	
Health Fund - Seniors	370,000	370,000	0	0.0%	336,489	(33,511)	(10.0%)	
Holiday Assistance	0	0	0	0.0%	0	0	0.0%	
Total Funds & Grants Expenses	1,424,558	1,442,558	18,000	1.0%	1,409,047	(15,511)	(1.0%)	
TOTAL EXPENSES	4,157,454	3,949,733	(207,721)	(5.0%)	3,915,439	(242,015)	(6.0%)	
Income (Loss) Before Cap Ex	(\$4,110,139)	(\$3,902,418)	(\$207,721)	5.0%	(\$3,863,724)	(\$246,415)	(6.0%)	

TOTAL HEALTH & FITNESS

	BUDGET				ACTUAL FY18-19 ESTIMATE		
	FY19-20	FY18-19	VARIANCE	%	Est. Annual	Annual vs. FY20	%
REVENUE							
Classes & Group	135,082	129,638	5,444	4.0%	120,840	14,242	12.0%
Membership	853,891	849,451	4,440	1.0%	845,132	8,759	1.0%
One-time Visits & Consults	1,027,513	996,767	30,746	3.0%	886,326	141,187	16.0%
Toddler Town Revenues	485,003	387,902	97,102	25.0%	460,101	24,903	5.0%
Camp Revenue	415,974	433,795	(17,822)	(4.0%)	380,217	35,757	9.0%
Food & Beverage	27,003	25,885	1,118	4.0%	27,112	(109)	(0.0%)
Retail	12,177	13,938	(1,762)	(13.0%)	14,277	(2,100)	(15.0%)
Childcare	9,411	9,306	105	1.0%	9,306	105	1.0%
Balances Due on Account	(21,468)	(15,000)	(6,468)	43.0%	(30,676)	9,208	30.0%
Other Revenues	0	0	0	100.0%	0	0	0.0%
Facility Rental	49,813	44,604	5,210	12.0%	44,616	5,197	12.0%
Total User - Fees	2,994,398	2,876,285	118,113	4.0%	2,757,250	237,148	9.0%
Property Tax	0	0	0	0.0%	0	0	0.0%
Lease	0	0	0	0.0%	0	0	0.0%
BOE allocation to tenants	0	0	0	0.0%	0	0	0.0%
Interest	0	0	0	0.0%	0	0	0.0%
Realized/Unrealized Gain & Loss	0	0	0	0.0%	0	0	0.0%
Limited Partnership	0	0	0	0.0%	0	0	0.0%
Donations	0	0	0	0.0%	0	0	0.0%
Other Revenue	0	0	0	0.0%	0	0	0.0%
Restricted Donations	0	0	0	0.0%	0	0	0.0%
Unrestricted Donations	0	0	0	0.0%	0	0	0.0%
Grant Revenue	0	0	0	0.0%	0	0	0.0%
Misc Revenue	0	0	0	0.0%	0	0	0.0%
Total Government	0	0	0	0.0%	0	0	0.0%
TOTAL REVENUES	2,994,398	2,876,285	118,113	4.0%	2,757,250	237,148	9.0%
Payroll							
Salaries - Reg FT	618,866	622,916	4,050	1.0%	612,416	(6,450)	(1.0%)
Salaries - Reg PT	974,286	868,642	(105,645)	(12.0%)	758,301	(215,986)	(28.0%)
Salaries - Instructor (non-benefit)	262,099	258,515	(3,585)	(1.0%)	242,755	(19,344)	(8.0%)
Cafeteria Plan Contribution	123,898	119,134	(4,763)	(4.0%)	119,134	(4,763)	(4.0%)
Payroll Taxes	137,578	128,394	(9,184)	(7.0%)	128,394	(9,184)	(7.0%)
LTD Insurance	2,921	2,655	(266)	(10.0%)	2,655	(266)	(10.0%)
Pension Plan Contribution	120,732	94,267	(26,465)	(28.0%)	94,269	(26,463)	(28.0%)
Unemployment Insurance	0	0	0	0.0%	0	0	0.0%
Employee Incentive Bonus	0	0	0	0.0%	1,053	1,053	100.0%
Employee Serv award exp	0	0	0	0.0%	0	0	0.0%
Accrued Vacation (PTO)	0	0	0	0.0%	0	0	0.0%
Total Payroll Expenses	2,240,381	2,094,523	(145,858)	(7.0%)	1,958,978	(281,403)	(14.0%)
Payroll Tax % to Wages	7.4%	7.3%		0.0%	8.0%		
Program Costs							
COGS - Cost of Goods Sold - non-food	11,262	14,680	3,418	23.0%	11,261	(0)	(0.0%)
Cafe Supplies - cost of good sold - food	16,588	16,588	0	0.0%	16,588	(0)	(0.0%)
Consumables (food used as supplies)	250	250	0	0.0%	1,330	1,080	81.0%
Client Transportation	13,930	13,930	0	0.0%	13,930	0	0.0%
Office Supplies	8,305	8,322	17	0.0%	9,269	963	10.0%
Gym/Locker Room Supplies	46,240	39,632	(6,608)	(17.0%)	74,473	28,234	38.0%
Program Supplies	38,767	36,187	(2,580)	(7.0%)	40,393	1,626	4.0%
Janitorial Supplies	23,315	22,360	(954)	(4.0%)	24,243	929	4.0%
Other Supplies	0	0	0	0.0%	0	0	0.0%
Total Program Costs	158,656	151,949	(6,707)	(4.0%)	191,487	32,831	17.0%
Human Resources							
Employee Retention & Recognition	905	2,825	1,920	68.0%	2,952	2,047	69.0%
Employee Wellness	0	0	0	0.0%	0	0	0.0%
Employee Assistance	0	0	0	0.0%	0	0	0.0%
ADP Payroll Processing Fees	0	0	0	0.0%	0	0	0.0%
Education & Training Seminars	7,286	12,866	5,580	43.0%	12,271	4,985	41.0%
Insurance - Worker's Comp	34,849	41,016	6,167	15.0%	33,203	(1,646)	(5.0%)
Recruitment	3,507	4,474	966	22.0%	3,507	(0)	(0.0%)
Tuition Reimbursement	0	0	0	0.0%	0	0	0.0%
Uniforms	9,477	9,477	0	0.0%	9,477	(0)	(0.0%)
Employee Travel/Parking	2,250	1,300	(950)	(73.0%)	200	(2,050)	(102.5%)
Employee Assistance Pgm	0	0	0	0.0%	0	0	0.0%
CSI Over/Short Deposit	0	0	0	0.0%	103	103	100.0%
Total Human Resources Expenses	58,275	71,958	13,683	19.0%	61,714	3,439	6.0%
Information Systems							
IT/ Hardware/Electronics	0	0	0	0.0%	517	517	100.0%
IT Server Equipment	0	0	0	0.0%	0	0	0.0%
IT Workstations	0	0	0	0.0%	0	0	0.0%
Presentational Equipment	0	0	0	0.0%	0	0	0.0%
Phone Equipment	0	0	0	0.0%	0	0	0.0%

TOTAL HEALTH & FITNESS

	BUDGET				ACTUAL FY18-19 ESTIMATE			
	FY19-20	FY18-19	VARIANCE	%	Est. Annual	Annual vs. FY20	%	
IT Repair & Maint Parts	0	0	0	0.0%	0	0	0.0%	
IT Website / Internet Equipment	0	0	0	0.0%	0	0	0.0%	
IT Monitors & Printers	0	0	0	0.0%	0	0	0.0%	
IT Network Expense	0	0	0	0.0%	0	0	0.0%	
IT Software Expense	73,747	64,593	(9,154)	(14.4%)	64,590	(9,157)	(14.4%)	
Total Information Systems Expenses	73,747	64,593	(9,154)	(14.4%)	65,107	(8,640)	(13.3%)	
Community Relations				0.0%				
Advertising	0	0	0	0.0%	0	0	0.0%	
Community Education Materials	0	0	0	0.0%	0	0	0.0%	
Community Outreach	1,100	1,100	0	0.0%	1,100	0	0.0%	
Internet / Intranet / Website	0	0	0	0.0%	0	0	0.0%	
Dues & Memberships	3,488	3,488	0	0.0%	3,488	0	0.0%	
Educational Materials	243	243	0	0.0%	243	0	0.0%	
Mailing Services	0	0	0	0.0%	0	0	0.0%	
Management of Volunteers	0	0	0	0.0%	0	0	0.0%	
Meetings	1,200	0	(1,200)	100.0%	240	(960)	(399.0%)	
Postage	1,083	1,168	84	7.7%	1,083	(0)	(0.0%)	
Printing	11,477	10,180	(1,297)	(13.3%)	7,877	(3,600)	(46.6%)	
Promotional Items/Materials	0	0	0	0.0%	0	0	0.0%	
Subscriptions	209	143	(66)	(46.6%)	143	(66)	(46.6%)	
Business Promotion Allocation	5,000	5,000	0	0.0%	0	(5,000)	(100.0%)	
Total Community Relations	23,801	21,323	(2,478)	(12.2%)	14,176	(9,625)	(68.8%)	
Facilities				0.0%				
Building Maintenance & Repair	23,293	24,941	1,647	7.1%	24,941	1,647	7.1%	
Equipment/Furniture < \$5,000	33,203	35,456	2,253	6.8%	36,140	2,936	8.8%	
Equipment/Lease	0	21,628	21,628	100.0%	21,628	21,628	100.0%	
Equipment/General Maintenance & Repair	15,898	24,745	8,847	36.2%	20,644	4,746	23.6%	
Landscape Maintenance	8,367	8,367	0	0.0%	8,367	(0)	(0.0%)	
Electricity	50,000	50,000	0	0.0%	50,000	(0)	(0.0%)	
Gas	546	546	0	0.0%	546	0	0.0%	
Water	0	0	0	0.0%	0	0	0.0%	
Waste Removal	2,844	2,904	60	2.1%	2,844	0	0.0%	
Plant Service	1,650	1,650	0	0.0%	1,650	0	0.0%	
Records Storage	0	0	0	0.0%	0	0	0.0%	
Security	0	0	0	0.0%	0	0	0.0%	
Telephone	0	0	0	0.0%	0	0	0.0%	
Janitorial Services	119,700	120,000	300	0.2%	119,700	0	0.0%	
Parking Lot allocation	0	0	0	0.0%	0	0	0.0%	
Internal BOE allocation	0	0	0	0.0%	0	0	0.0%	
Total Facilities Expenses	255,502	290,237	34,735	12.2%	286,460	30,957	11.1%	
Professional Services				0.0%				
Accounting Services	0	0	0	0.0%	0	0	0.0%	
Banking Services	77,904	76,140	(1,764)	(2.3%)	82,818	4,914	6.3%	
Election Services	0	0	0	0.0%	0	0	0.0%	
Laundry Services	90,745	92,017	1,273	1.4%	85,745	(5,000)	(6.0%)	
Legal Services	0	0	0	0.0%	0	0	0.0%	
Outside Services	3,670	18,800	15,130	80.0%	13,352	9,682	73.0%	
Outside Service-Research	0	0	0	0.0%	0	0	0.0%	
Outside Services - H&F	104,353	127,826	23,473	18.0%	115,992	11,639	10.0%	
Outside Services - Property	0	0	0	0.0%	0	0	0.0%	
Engineering/Maintenance Services	0	0	0	0.0%	0	0	0.0%	
Research Services	0	0	0	0.0%	0	0	0.0%	
Service Contracts	72,689	67,330	(5,360)	(8.0%)	74,841	2,151	3.0%	
Taxes & Licensing	1,569	968	(602)	(62.2%)	1,569	(0)	(0.0%)	
Total Professional Services Expenses	350,930	383,080	32,150	8.0%	374,317	23,387	6.0%	
Other Expenses				0.0%				
Prospect South Bay	0	0	0	0.0%	0	0	0.0%	
Depreciation	0	0	0	0.0%	0	0	0.0%	
Debt Service - Principal Pmt.	0	0	0	0.0%	0	0	0.0%	
Interest Expense	0	0	0	0.0%	0	0	0.0%	
Committed Savings	0	0	0	0.0%	0	0	0.0%	
Insurance - General	37,727	39,263	1,536	4.0%	39,263	1,535	4.0%	
Total Other Expenses	37,727	39,263	1,536	4.0%	39,263	1,535	4.0%	
Grants & Health Fund				0.0%				
Grants	0	0	0	0.0%	0	0	0.0%	
Health Fund - Youth	0	0	0	0.0%	0	0	0.0%	
Health Fund - Adults	0	0	0	0.0%	0	0	0.0%	
Health Fund - Seniors	0	0	0	0.0%	0	0	0.0%	
Holiday Assistance	0	0	0	0.0%	0	0	0.0%	
Total Funds & Grants Expenses	0	0	0	0.0%	0	0	0.0%	
TOTAL EXPENSES	3,199,020	3,116,926	(82,094)	(3.0%)	2,991,501	(207,519)	(7.0%)	
Income (Loss) Before Cap Ex	(\$204,623)	(\$240,641)	\$36,018	15.0%	(\$234,252)	\$29,629	13.0%	

TOTAL SUPPORT SERVICES

	BUDGET				ACTUAL FY18-19 ESTIMATE		
	FY19-20	FY18-19	VARIANCE	%	Est. Annual	Annual vs. FY20	%
REVENUE							
Classes & Group	0	0	0	0.0%	0	0	0.0%
Membership	0	0	0	0.0%	0	0	0.0%
One-time Visits & Consults	0	0	0	0.0%	0	0	0.0%
Toddler Town Revenues	0	0	0	0.0%	0	0	0.0%
Camp Revenue	0	0	0	0.0%	0	0	0.0%
Food & Beverage	0	0	0	0.0%	0	0	0.0%
Retail	0	0	0	0.0%	0	0	0.0%
Childcare	0	0	0	0.0%	0	0	0.0%
Balances Due on Account	0	0	0	0.0%	0	0	0.0%
Other Revenues	0	4,700	(4,700)	0.0%	0	0	0.0%
Facility Rental	0	0	0	0.0%	0	0	0.0%
Total User - Fees	0	4,700	(4,700)	0.0%	0	0	0.0%
Property Tax	0	0	0	0.0%	0	0	0.0%
Lease	0	0	0	0.0%	0	0	0.0%
BOE allocation to tenants	0	0	0	0.0%	0	0	0.0%
Interest	0	0	0	0.0%	0	0	0.0%
Realized/Unrealized Gain & Loss	0	0	0	0.0%	0	0	0.0%
Limited Partnership	0	0	0	0.0%	0	0	0.0%
Donations	5,000	5,000	0	0.0%	7,000	(2,000)	(29.0%)
Other Revenue	0	0	0	0.0%	0	0	0.0%
Restricted Donations	0	0	0	0.0%	0	0	0.0%
Unrestricted Donations	0	0	0	0.0%	0	0	0.0%
Grant Revenue	0	0	0	0.0%	0	0	0.0%
Misc Revenue	0	0	0	0.0%	0	0	0.0%
Total Government	5,000	5,000	0	0.0%	7,000	(2,000)	(29.0%)
TOTAL REVENUES	5,000	9,700	(4,700)	(48.0%)	7,000	(2,000)	(29.0%)
Payroll				0.0%			0.0%
Salaries - Reg FT	615,534	645,003	29,469	5.0%	654,080	38,546	6.0%
Salaries - Reg PT	49,606	71,036	21,430	30.0%	12,336	(37,270)	(302.0%)
Salaries - Instructor (non-benefit)	4,910	4,872	(38)	(1.0%)	2,872	(2,038)	(71.0%)
Cafeteria Plan Contribution	71,000	79,882	8,882	11.0%	79,882	8,882	11.0%
Payroll Taxes	49,453	50,913	1,460	3.0%	50,313	860	2.0%
LTD Insurance	1,856	2,093	237	11.0%	2,093	237	11.0%
Pension Plan Contribution	77,845	72,219	(5,626)	(8.0%)	71,619	(6,226)	(9.0%)
Unemployment Insurance	0	0	0	0.0%	0	0	0.0%
Employee Incentive Bonus	0	0	0	0.0%	88	88	100.0%
Employee Serv award exp	0	0	0	0.0%	0	0	0.0%
Accrued Vacation (PTO)	0	0	0	0.0%	0	0	0.0%
Total Payroll Expenses	870,203	926,018	55,814	6.0%	873,282	3,079	0.0%
Payroll Tax % to Wages	7.4%	7.1%		0.0%	7.5%		0.0%
Program Costs				0.0%			0.0%
COGS - Cost of Goods Sold - non-food	0	0	0	0.0%	0	0	0.0%
Cafe Supplies - cost of good sold - food	0	0	0	0.0%	0	0	0.0%
Consumables (food used as supplies)	3,000	3,150	150	5.0%	3,150	150	5.0%
Client Transportation	0	0	0	0.0%	0	0	0.0%
Office Supplies	500	710	210	30.0%	1,649	1,149	70.0%
Gym/Locker Room Supplies	0	0	0	0.0%	0	0	0.0%
Program Supplies	11,074	13,795	2,721	20.0%	13,425	2,351	18.0%
Janitorial Supplies	0	0	0	0.0%	0	0	0.0%
Other Supplies	0	0	0	#DIV/0!	50	50	100.0%
Total Program Costs	14,574	17,655	3,081	17.0%	18,274	3,700	20.0%
Human Resources				0.0%			0.0%
Employee Retention & Recognition	1,300	1,300	0	0.0%	1,000	(300)	(30.0%)
Employee Wellness	23,027	23,027	0	0.0%	21,631	(1,396)	(6.0%)
Employee Assistance	0	0	0	0.0%	0	0	0.0%
ADP Payroll Processing Fees	0	0	0	0.0%	0	0	0.0%
Education & Training Seminars	4,607	5,041	434	9.0%	5,254	647	12.0%
Insurance - Worker's Comp	1,713	2,019	306	15.0%	2,019	306	15.0%
Recruitment	17,316	15,897	(1,419)	(9.0%)	9,890	(7,426)	(75.0%)
Tuition Reimbursement	0	4,000	4,000	100.0%	4,000	4,000	100.0%
Uniforms	7,170	4,170	(3,000)	(72.0%)	3,200	(3,970)	(124.0%)
Employee Travel/Parking	5,564	5,410	(154)	(3.0%)	5,027	(537)	(11.0%)
Employee Assistance Pgm	0	0	0	0.0%	0	0	0.0%
CSI Over/Short Deposit	0	0	0	0.0%	0	0	0.0%
Total Human Resources Expenses	60,697	60,864	166	0.0%	52,021	(8,677)	(17.0%)
Information Systems				0.0%			0.0%
IT/ Hardware/Electronics	0	0	0	0.0%	2,762	2,762	100.0%
IT Server Equipment	5,000	2,500	(2,500)	(100.0%)	2,500	(2,500)	(100.0%)
IT Workstations	0	0	0	#DIV/0!	0	0	0.0%
Presentational Equipment	0	0	0	#DIV/0!	0	0	0.0%
Phone Equipment	9,000	9,000	0	0.0%	9,000	0	0.0%

TOTAL SUPPORT SERVICES

	BUDGET				ACTUAL FY18-19 ESTIMATE			
	FY19-20	FY18-19	VARIANCE	%	Est. Annual	Annual vs. FY20	%	
IT Repair & Maint Parts	1,500	1,500	0	0.0%	1,500	0	0.0%	
IT Website / Internet Equipment	0	0	0	0.0%	325	325	100.0%	
IT Monitors & Printers	0	0	0	#DIV/0!	0	0	0.0%	
IT Network Expense	0	2,200	2,200	0.0%	1,200	1,200	100.0%	
IT Software Expense	83,430	75,600	(7,830)	(10.0%)	75,000	(8,430)	(11.0%)	
Total Information Systems Expenses	98,930	90,800	(8,130)	(9.0%)	92,287	(6,643)	(7.0%)	
Community Relations				0.0%				
Advertising	118,000	117,389	(611)	(1.0%)	117,389	(611)	(1.0%)	
Community Education Materials	0	0	0	0.0%	0	0	0.0%	
Community Outreach	20,000	22,250	2,250	10.0%	22,250	2,250	10.0%	
Internet / Intranet / Website	14,000	10,000	(4,000)	(40.0%)	10,000	(4,000)	(40.0%)	
Dues & Memberships	2,220	2,425	205	8.0%	2,300	80	3.0%	
Educational Materials	0	0	0	0.0%	0	0	0.0%	
Mailing Services	10,680	10,680	0	0.0%	10,680	0	0.0%	
Management of Volunteers	24,900	21,605	(3,295)	(15.0%)	23,020	(1,880)	(8.0%)	
Meetings	500	0	(500)	(100.0%)	2,490	1,990	80.0%	
Postage	49,220	60,340	11,120	18.0%	60,342	11,122	18.0%	
Printing	128,500	148,900	20,400	14.0%	142,900	14,400	10.0%	
Promotional Items/Materials	42,000	50,850	8,850	17.0%	49,550	7,550	15.0%	
Subscriptions	1,000	0	(1,000)	(100.0%)	842	(158)	(19.0%)	
Business Promotion Allocation	0	0	0	0.0%	0	0	0.0%	
Total Community Relations	411,020	444,439	33,419	8.0%	441,764	30,744	7.0%	
Facilities								
Building Maintenance & Repair	0	0	0	0.0%	0	0	0.0%	
Equipment/Furniture < \$5,000	0	0	0	0.0%	1,541	1,541	100.0%	
Equipment/Lease	0	0	0	#DIV/0!	0	0	0.0%	
Equipment/General Maintenance & Repair	0	0	0	0.0%	0	0	0.0%	
Landscape Maintenance	0	0	0	0.0%	0	0	0.0%	
Electricity	0	0	0	0.0%	0	0	0.0%	
Gas	0	0	0	0.0%	0	0	0.0%	
Water	0	0	0	0.0%	0	0	0.0%	
Waste Removal	0	0	0	0.0%	0	0	0.0%	
Plant Service	0	0	0	0.0%	0	0	0.0%	
Records Storage	0	0	0	0.0%	0	0	0.0%	
Security	0	0	0	0.0%	0	0	0.0%	
Telephone	63,150	64,800	1,650	3.0%	64,800	1,650	3.0%	
Janitorial Services	0	0	0	0.0%	0	0	0.0%	
Parking Lot allocation	0	0	0	0.0%	0	0	0.0%	
Internal BOE allocation	0	0	0	0.0%	0	0	0.0%	
Total Facilities Expenses	63,150	64,800	1,650	3.0%	66,341	3,191	5.0%	
Professional Services				0.0%				
Accounting Services	0	0	0	0.0%	0	0	0.0%	
Banking Services	0	0	0	0.0%	0	0	0.0%	
Election Services	0	0	0	0.0%	0	0	0.0%	
Laundry Services	0	0	0	0.0%	0	0	0.0%	
Legal Services	500	500	0	0.0%	2,487	1,987	80.0%	
Outside Services	363,820	211,545	(152,275)	(72.0%)	213,545	(150,275)	(70.0%)	
Outside Service-Research	0	0	0	#DIV/0!	0	0	0.0%	
Outside Services - H&F	0	0	0	0.0%	0	0	0.0%	
Outside Services - Property	0	0	0	0.0%	0	0	0.0%	
Engineering/Maintenance Services	0	0	0	0.0%	0	0	0.0%	
Research Services	0	0	0	0.0%	0	0	0.0%	
Service Contracts	27,600	24,000	(3,600)	(15.0%)	19,000	(8,600)	(45.0%)	
Taxes & Licensing	0	0	0	0.0%	0	0	0.0%	
Total Professional Services Expenses	391,920	236,045	(155,875)	(66.0%)	235,031	(156,889)	(67.0%)	
Other Expenses				0.0%				
Prospect South Bay	0	0	0	0.0%	0	0	0.0%	
Depreciation	0	0	0	0.0%	0	0	0.0%	
Debt Service - Principal Pmt.	0	0	0	0.0%	0	0	0.0%	
Interest Expense	0	0	0	0.0%	0	0	0.0%	
Committed Savings	0	0	0	0.0%	0	0	0.0%	
Insurance - General	1,400	1,400	0	0.0%	1,288	(112)	(9.0%)	
Total Other Expenses	1,400	1,400	0	0.0%	1,288	(112)	(9.0%)	
Grants & Health Fund				0.0%				
Grants	0	0	0	0.0%	0	0	0.0%	
Health Fund - Youth	0	0	0	0.0%	0	0	0.0%	
Health Fund - Adults	0	0	0	0.0%	0	0	0.0%	
Health Fund - Seniors	0	0	0	0.0%	0	0	0.0%	
Holiday Assistance	7,000	7,000	0	0.0%	6,320	(680)	(11.0%)	
Total Funds & Grants Expenses	7,000	7,000	0	0.0%	6,320	(680)	(11.0%)	
TOTAL EXPENSES	1,918,895	1,849,020	(69,874)	(4.0%)	1,786,608	(132,286)	(7.0%)	
Income (Loss) Before Cap Ex	(\$1,913,895)	(\$1,839,320)	(\$74,574)	4.0%	(\$1,779,608)	(\$134,286)	8.0%	

TOTAL SUPPORT SERVICES

	BUDGET				ACTUAL FY18-19 ESTIMATE		
	FY19-20	FY18-19	VARIANCE	%	Est. Annual	Annual vs. FY20	%
REVENUE							
Classes & Group	0	0	0	0.0%	0	0	0.0%
Membership	0	0	0	0.0%	0	0	0.0%
One-time Visits & Consults	0	0	0	0.0%	0	0	0.0%
Toddler Town Revenues	0	0	0	0.0%	0	0	0.0%
Camp Revenue	0	0	0	0.0%	0	0	0.0%
Food & Beverage	0	0	0	0.0%	0	0	0.0%
Retail	0	0	0	0.0%	0	0	0.0%
Childcare	0	0	0	0.0%	0	0	0.0%
Balances Due on Account	0	0	0	0.0%	0	0	0.0%
Other Revenues	0	0	0	0.0%	0	0	0.0%
Facility Rental	0	0	0	0.0%	0	0	0.0%
Total User - Fees	0	0	0	0.0%	0	0	0.0%
Property Tax	3,930,505	3,760,620	169,885	5.0%	3,760,620	169,885	5.0%
Lease	0	0	0	0.0%	0	0	0.0%
BOE allocation to tenants	0	0	0	0.0%	0	0	0.0%
Interest	965,861	1,000,840	(34,979)	(3.6%)	1,000,840	(34,979)	(3.6%)
Realized/Unrealized Gain & Loss	0	0	0	100.0%	0	0	0.0%
Limited Partnership	2,162,000	2,161,680	320	0.0%	2,161,680	320	0.0%
Donations	0	0	0	0.0%	0	0	0.0%
Other Revenue	0	0	0	0.0%	36,277	(36,277)	0.0%
Restricted Donations	0	0	0	0.0%	0	0	0.0%
Unrestricted Donations	0	0	0	0.0%	0	0	0.0%
Grant Revenue	0	0	0	0.0%	0	0	0.0%
Misc Revenue	0	0	0	0.0%	0	0	0.0%
Total Government	7,058,366	6,923,140	135,226	2.0%	6,959,417	98,949	1.0%
TOTAL REVENUES	7,058,366	6,923,140	135,226	2.0%	6,959,417	98,949	1.0%
Payroll							
Salaries - Reg FT	1,029,833	1,007,996	(21,837)	(2.1%)	979,309	(50,524)	(5.0%)
Salaries - Reg PT	90,038	15,340	(74,698)	(83.0%)	48,869	(41,169)	(45.7%)
Salaries - Instructor (non-benefit)	0	0	0	0.0%	0	0	0.0%
Cafeteria Plan Contribution	158,726	112,111	(46,615)	(29.4%)	112,111	(46,615)	(29.4%)
Payroll Taxes	72,717	65,690	(7,027)	(9.7%)	60,978	(11,739)	(16.1%)
LTD Insurance	2,969	2,625	(344)	(11.6%)	2,625	(344)	(11.6%)
Pension Plan Contribution	128,586	117,468	(11,118)	(8.6%)	108,433	(20,153)	(15.7%)
Unemployment Insurance	22,000	13,000	(9,000)	(40.9%)	13,000	(9,000)	(40.9%)
Employee Incentive Bonus	0	0	0	0.0%	44	44	100.0%
Employee Serv award exp	7,160	2,592	(4,568)	(63.8%)	9,900	2,740	38.3%
Accrued Vacation (PTO)	0	0	0	0.0%	0	0	0.0%
Total Payroll Expenses	1,512,029	1,336,822	(175,207)	(11.6%)	1,335,269	(176,760)	(11.7%)
Payroll Tax % to Wages	6.5%	6.4%			5.9%		
Program Costs							
COGS - Cost of Goods Sold - non-food	0	0	0	0.0%	0	0	0.0%
Cafe Supplies - cost of good sold - food	0	0	0	0.0%	0	0	0.0%
Consumables (food used as supplies)	2,400	6,000	3,600	150.0%	2,000	(400)	(16.7%)
Client Transportation	0	0	0	0.0%	0	0	0.0%
Office Supplies	11,796	10,392	(1,404)	(11.9%)	10,092	(1,704)	(14.5%)
Gym/Locker Room Supplies	0	0	0	0.0%	0	0	0.0%
Program Supplies	0	0	0	0.0%	0	0	0.0%
Janitorial Supplies	2,640	2,400	(240)	(9.1%)	2,600	(40)	(1.5%)
Other Supplies	3,790	4,340	550	14.5%	2,640	(1,150)	(30.3%)
Total Program Costs	20,626	23,132	2,506	12.1%	17,332	(3,294)	(14.4%)
Human Resources							
Employee Retention & Recognition	4,220	4,560	340	8.1%	4,320	100	2.4%
Employee Wellness	17,800	20,200	2,400	13.5%	8,000	(9,800)	(55.0%)
Employee Assistance	0	0	0	0.0%	0	0	0.0%
ADP Payroll Processing Fees	38,400	46,536	8,136	21.2%	41,536	3,136	8.2%
Education & Training Seminars	16,050	14,230	(1,820)	(11.3%)	12,580	(3,470)	(21.6%)
Insurance - Worker's Comp	1,611	1,884	273	16.9%	3,515	1,904	118.2%
Recruitment	2,226	1,728	(498)	(22.4%)	1,728	(498)	(22.4%)
Tuition Reimbursement	13,458	7,160	(6,298)	(46.8%)	7,160	(6,298)	(46.8%)
Uniforms	0	0	0	0.0%	0	0	0.0%
Employee Travel/Parking	20,240	21,692	1,452	7.2%	20,292	52	0.3%
Employee Assistance Pgm	0	0	0	0.0%	0	0	0.0%
CSI Over/Short Deposit	0	0	0	0.0%	0	0	0.0%
Total Human Resources Expenses	114,005	117,990	3,985	3.5%	99,131	(14,874)	(12.8%)
Information Systems							
IT/ Hardware/Electronics	0	0	0	0.0%	0	0	0.0%
IT Server Equipment	0	0	0	0.0%	0	0	0.0%
IT Workstations	0	0	0	0.0%	0	0	0.0%
Presentational Equipment	0	0	0	0.0%	0	0	0.0%
Phone Equipment	0	0	0	0.0%	0	0	0.0%

TOTAL SUPPORT SERVICES

	BUDGET			ACTUAL FY18-19 ESTIMATE			
	FY19-20	FY18-19	VARIANCE	%	Est. Annual	Annual vs. FY20	%
IT Repair & Maint Parts	0	240	240	100.0%	240	240	100.0%
IT Website / Internet Equipment	0	0	0	0.0%	0	0	0.0%
IT Monitors & Printers	0	0	0	0.0%	0	0	0.0%
IT Network Expense	0	0	0	0.0%	0	0	0.0%
IT Software Expense	13,818	20,100	6,282	31.0%	20,100	6,282	31.0%
Total Information Systems Expenses	13,818	20,340	6,522	32.0%	20,340	6,522	32.0%
Community Relations				0.0%			
Advertising	0	0	0	0.0%	0	0	0.0%
Community Education Materials	0	0	0	0.0%	0	0	0.0%
Community Outreach	12,408	11,600	(808)	(7.0%)	11,600	(808)	(7.0%)
Internet / Intranet / Website	0	0	0	0.0%	0	0	0.0%
Dues & Memberships	26,475	23,495	(2,980)	(13.0%)	24,445	(2,030)	(8.0%)
Educational Materials	500	500	0	0.0%	500	0	0.0%
Mailing Services	0	0	0	0.0%	0	0	0.0%
Management of Volunteers	0	0	0	#DIV/0!	0	0	0.0%
Meetings	27,200	26,410	(790)	(3.0%)	38,461	11,261	29.0%
Postage	3,700	2,700	(1,000)	(37.0%)	3,560	(140)	(4.0%)
Printing	3,740	2,340	(1,400)	(60.0%)	4,666	926	20.0%
Promotional Items/Materials	0	0	0	0.0%	0	0	0.0%
Subscriptions	0	0	0	0.0%	0	0	0.0%
Business Promotion Allocation	0	0	0	0.0%	0	0	0.0%
Total Community Relations	74,023	67,045	(6,978)	(10.0%)	83,231	9,208	11.0%
Facilities							
Building Maintenance & Repair	0	0	0	0.0%	0	0	0.0%
Equipment/Furniture < \$5,000	3,400	3,400	0	0.0%	3,300	(100)	(3.0%)
Equipment/Lease	3,500	3,360	(140)	(4.0%)	9,770	6,270	64.0%
Equipment/General Maintenance & Repair	6,800	6,800	0	0.0%	6,800	0	0.0%
Landscape Maintenance	0	0	0	0.0%	0	0	0.0%
Electricity	0	0	0	0.0%	0	0	0.0%
Gas	0	0	0	0.0%	0	0	0.0%
Water	0	0	0	0.0%	0	0	0.0%
Waste Removal	0	0	0	0.0%	0	0	0.0%
Plant Service	1,620	1,620	0	0.0%	1,525	(95)	(6.0%)
Records Storage	0	0	0	0.0%	0	0	0.0%
Security	0	0	0	0.0%	0	0	0.0%
Telephone	0	0	0	0.0%	0	0	0.0%
Janitorial Services	0	0	0	0.0%	0	0	0.0%
Parking Lot allocation	0	0	0	0.0%	0	0	0.0%
Internal BOE allocation	0	0	0	0.0%	0	0	0.0%
Total Facilities Expenses	15,320	15,180	(140)	(1.0%)	21,395	6,075	28.0%
Professional Services				0.0%			
Accounting Services	30,000	39,100	9,100	23.0%	39,100	9,100	23.0%
Banking Services	20,800	20,800	0	0.0%	20,800	0	0.0%
Election Services	0	140,000	140,000	100.0%	187,294	187,294	100.0%
Laundry Services	0	0	0	0.0%	0	0	0.0%
Legal Services	94,000	84,000	(10,000)	(12.0%)	132,000	38,000	29.0%
Outside Services	51,050	47,230	(3,820)	(8.0%)	44,750	(6,300)	(14.0%)
Outside Service-Research	0	0	0	0.0%	0	0	0.0%
Outside Services - H&F	0	0	0	0.0%	160	160	100.0%
Outside Services - Property	0	0	0	0.0%	0	0	0.0%
Engineering/Maintenance Services	0	0	0	0.0%	0	0	0.0%
Research Services	0	0	0	0.0%	0	0	0.0%
Service Contracts	0	0	0	0.0%	0	0	0.0%
Taxes & Licensing	5,550	4,810	(740)	(15.0%)	5,393	(157)	(3.0%)
Total Professional Services Expenses	201,400	335,940	134,540	40.0%	429,497	228,097	53.0%
Other Expenses				0.0%			
Prospect South Bay	0	0	0	0.0%	0	0	0.0%
Depreciation	0	0	0	0.0%	0	0	0.0%
Debt Service - Principal Pmt.	0	0	0	0.0%	0	0	0.0%
Interest Expense	236,768	273,538	36,770	13.0%	273,538	36,770	13.0%
Committed Savings	0	0	0	0.0%	0	0	0.0%
Insurance - General	62,603	63,981	1,378	2.0%	62,692	89	0.0%
Total Other Expenses	299,371	337,519	38,148	11.0%	336,230	36,859	11.0%
Grants & Health Fund				0.0%			
Grants	45,000	45,000	0	0.0%	45,000	0	0.0%
Health Fund - Youth	0	0	0	0.0%	0	0	0.0%
Health Fund - Adults	0	0	0	0.0%	0	0	0.0%
Health Fund - Seniors	0	0	0	0.0%	0	0	0.0%
Holiday Assistance	0	0	0	0.0%	0	0	0.0%
Total Funds & Grants Expenses	45,000	45,000	0	0.0%	45,000	0	0.0%
TOTAL EXPENSES	2,295,593	2,298,968	3,375	0.0%	2,387,426	91,833	4.0%
Income (Loss) Before Cap Ex	\$4,762,773	\$4,624,171	\$138,601	3.0%	\$4,571,991	\$190,782	4.0%

TOTAL PROPERTY OPERATIONS	BUDGET				ACTUAL FY18-19 ESTIMATE		
	FY19-20	FY18-19	VARIANCE	%	Est. Annual	Annual vs. FY20	%
REVENUE							
Classes & Group	0	0	0	0.0%	0	0	0.0%
Membership	0	0	0	0.0%	0	0	0.0%
One-time Visits & Consults	0	0	0	0.0%	0	0	0.0%
Toddler Town Revenues	0	0	0	0.0%	0	0	0.0%
Camp Revenue	0	0	0	0.0%	0	0	0.0%
Food & Beverage	0	0	0	0.0%	0	0	0.0%
Retail	0	0	0	0.0%	0	0	0.0%
Childcare	0	0	0	0.0%	0	0	0.0%
Balances Due on Account	0	0	0	0.0%	0	0	0.0%
Other Revenues	0	0	0	0.0%	0	0	0.0%
Facility Rental	0	0	0	0.0%	0	0	0.0%
Total User - Fees	0	0	0	0.0%	0	0	0.0%
Property Tax	0	0	0	0.0%	0	0	0.0%
Lease	3,822,207	3,713,171	109,036	3.0%	3,733,000	89,207	2.0%
BOE allocation to tenants	990,432	750,000	240,432	32.0%	982,000	8,432	1.0%
Interest	0	0	0	0.0%	0	0	0.0%
Realized/Unrealized Gain & Loss	0	0	0	0.0%	0	0	0.0%
Limited Partnership	0	0	0	0.0%	0	0	0.0%
Donations	0	0	0	0.0%	0	0	0.0%
Other Revenue	0	0	0	0.0%	0	0	0.0%
Restricted Donations	0	0	0	0.0%	0	0	0.0%
Unrestricted Donations	0	0	0	0.0%	0	0	0.0%
Grant Revenue	0	0	0	0.0%	0	0	0.0%
Misc Revenue	0	0	0	0.0%	0	0	0.0%
Total Government	4,812,639	4,463,171	349,468	8.0%	4,715,000	97,639	2.0%
TOTAL REVENUES	4,812,639	4,463,171	349,468	8.0%	4,715,000	97,639	2.0%
Payroll							
Salaries - Reg FT	83,984	81,110	(2,874)	(4.0%)	80,452	(3,532)	(4.0%)
Salaries - Reg PT	0	0	0	0.0%	0	0	0.0%
Salaries - Instructor (non-benefit)	0	0	0	0.0%	0	0	0.0%
Cafeteria Plan Contribution	7,816	6,171	(1,645)	(27.0%)	6,171	(1,645)	(27.0%)
Payroll Taxes	5,750	5,193	(557)	(11.0%)	4,685	(1,065)	(23.0%)
LTD Insurance	178	158	(20)	(13.0%)	158	(20)	(13.0%)
Pension Plan Contribution	7,874	7,657	(217)	(3.0%)	5,709	(2,165)	(38.0%)
Unemployment Insurance	0	0	0	0.0%	0	0	0.0%
Employee Incentive Bonus	0	0	0	0.0%	0	0	0.0%
Employee Serv award exp	0	0	0	0.0%	0	0	0.0%
Accrued Vacation (PTO)	0	0	0	0.0%	0	0	0.0%
Total Payroll Expenses	105,602	100,289	(5,313)	(5.0%)	97,175	(8,427)	(9.0%)
Payroll Tax % to Wages	6.8%	6.4%			5.8%		
Program Costs							
COGS - Cost of Goods Sold - non-food	0	0	0	0.0%	0	0	0.0%
Cafe Supplies - cost of good sold - food	0	0	0	0.0%	0	0	0.0%
Consumables (food used as supplies)	0	0	0	0.0%	0	0	0.0%
Client Transportation	0	0	0	0.0%	0	0	0.0%
Office Supplies	0	0	0	0.0%	184	184	100.0%
Gym/Locker Room Supplies	0	0	0	0.0%	0	0	0.0%
Program Supplies	0	0	0	0.0%	0	0	0.0%
Janitorial Supplies	10,000	12,000	2,000	17.0%	10,000	0	0.0%
Other Supplies	0	0	0	0.0%	103	103	100.0%
Total Program Costs	10,000	12,000	2,000	17.0%	10,288	288	3.0%
Human Resources							
Employee Retention & Recognition	0	0	0	0.0%	0	0	0.0%
Employee Wellness	0	0	0	0.0%	0	0	0.0%
Employee Assistance	0	0	0	0.0%	0	0	0.0%
ADP Payroll Processing Fees	0	0	0	0.0%	0	0	0.0%
Education & Training Seminars	0	0	0	0.0%	0	0	0.0%
Insurance - Worker's Comp	184	210	26	13.0%	210	26	13.0%
Recruitment	0	0	0	0.0%	0	0	0.0%
Tuition Reimbursement	0	0	0	0.0%	0	0	0.0%
Uniforms	0	0	0	0.0%	0	0	0.0%
Employee Travel/Parking	0	0	0	0.0%	0	0	0.0%
Employee Assistance Pgm	0	0	0	0.0%	0	0	0.0%
CSI Over/Short Deposit	0	0	0	0.0%	0	0	0.0%
Total Human Resources Expenses	184	210	26	13.0%	210	26	13.0%
Information Systems							
IT/ Hardware/Electronics	0	0	0	0.0%	0	0	0.0%
IT Server Equipment	0	0	0	0.0%	0	0	0.0%
IT Workstations	0	0	0	0.0%	0	0	0.0%
Presentational Equipment	0	0	0	0.0%	0	0	0.0%
Phone Equipment	0	0	0	0.0%	0	0	0.0%

TOTAL PROPERTY OPERATIONS	BUDGET				ACTUAL FY18-19 ESTIMATE			
	FY19-20	FY18-19	VARIANCE	%	Est. Annual	Annual vs. FY20	%	
IT Repair & Maint Parts	0	0	0	0.0%	0	0	0.0%	
IT Website / Internet Equipment	0	0	0	0.0%	0	0	0.0%	
IT Monitors & Printers	0	0	0	0.0%	0	0	0.0%	
IT Network Expense	0	0	0	0.0%	0	0	0.0%	
IT Software Expense	0	0	0	0.0%	0	0	0.0%	
Total Information Systems Expenses	0	0	0	0.0%	0	0	0.0%	
Community Relations				0.0%				
Advertising	0	0	0	0.0%	0	0	0.0%	
Community Education Materials	0	0	0	0.0%	0	0	0.0%	
Community Outreach	0	0	0	0.0%	0	0	0.0%	
Internet / Intranet / Website	0	0	0	0.0%	0	0	0.0%	
Dues & Memberships	0	0	0	0.0%	0	0	0.0%	
Educational Materials	0	0	0	0.0%	0	0	0.0%	
Mailing Services	0	0	0	0.0%	0	0	0.0%	
Management of Volunteers	0	0	0	0.0%	0	0	0.0%	
Meetings	0	0	0	0.0%	0	0	0.0%	
Postage	0	0	0	0.0%	0	0	0.0%	
Printing	0	0	0	0.0%	0	0	0.0%	
Promotional Items/Materials	0	0	0	0.0%	0	0	0.0%	
Subscriptions	0	0	0	0.0%	0	0	0.0%	
Business Promotion Allocation	0	0	0	0.0%	0	0	0.0%	
Total Community Relations	0	0	0	0.0%	0	0	0.0%	
Facilities								
Building Maintenance & Repair	166,980	154,315	(12,665)	(8.0%)	169,315	2,335	1.0%	
Equipment/Furniture < \$5,000	19,000	21,000	2,000	10.0%	21,000	2,000	10.0%	
Equipment/Lease	78,108	88,452	10,344	12.0%	88,452	10,344	12.0%	
Equipment/General Maintenance & Repair	110,842	110,718	(124)	(0.0%)	125,718	14,876	12.0%	
Landscape Maintenance	74,616	74,546	(70)	(0.0%)	75,477	861	1.0%	
Electricity	320,650	320,650	0	0.0%	320,650	0	0.0%	
Gas	126,000	126,000	0	0.0%	126,000	0	0.0%	
Water	123,700	123,700	0	0.0%	123,136	(564)	(0.0%)	
Waste Removal	12,911	12,088	(823)	(7.0%)	12,088	(823)	(7.0%)	
Plant Service	3,240	3,289	49	1.0%	3,289	49	1.0%	
Records Storage	0	0	0	0.0%	0	0	0.0%	
Security	0	0	0	0.0%	0	0	0.0%	
Telephone	0	0	0	0.0%	474	474	100.0%	
Janitorial Services	145,680	112,080	(33,600)	(30.0%)	146,470	790	1.0%	
Parking Lot allocation	0	0	0	0.0%	0	0	0.0%	
Internal BOE allocation	0	0	0	0.0%	0	0	0.0%	
Total Facilities Expenses	1,181,727	1,146,838	(34,889)	(3.0%)	1,212,069	30,342	3.0%	
Professional Services				0.0%				
Accounting Services	0	0	0	0.0%	0	0	0.0%	
Banking Services	0	0	0	0.0%	150	150	100.0%	
Election Services	0	0	0	0.0%	0	0	0.0%	
Laundry Services	0	0	0	0.0%	0	0	0.0%	
Legal Services	0	0	0	0.0%	0	0	0.0%	
Outside Services	2,500	2,500	0	0.0%	2,500	0	0.0%	
Outside Service-Research	0	0	0	0.0%	0	0	0.0%	
Outside Services - H&F	0	0	0	0.0%	0	0	0.0%	
Outside Services - Property	84,000	84,000	0	0.0%	84,000	0	0.0%	
Engineering/Maintenance Services	314,597	290,826	(23,770)	(8.0%)	310,826	(3,770)	(1.0%)	
Research Services	0	0	0	0.0%	0	0	0.0%	
Service Contracts	25,314	28,192	2,877	10.0%	28,192	2,877	10.0%	
Taxes & Licensing	5,882	5,882	0	0.0%	5,882	0	0.0%	
Total Professional Services Expenses	432,293	411,400	(20,893)	(5.0%)	431,550	(743)	(0.0%)	
Other Expenses				0.0%				
Prospect South Bay	72,000	72,000	0	0.0%	72,000	0	0.0%	
Depreciation	0	0	0	0.0%	0	0	0.0%	
Debt Service - Principal Pmt.	483,232	446,463	(36,768)	(8.0%)	446,463	(36,768)	(8.0%)	
Interest Expense	0	0	0	0.0%	0	0	0.0%	
Committed Savings	0	0	0	0.0%	0	0	0.0%	
Insurance - General	125,306	110,477	(14,829)	(13.0%)	119,339	(5,967)	(5.0%)	
Total Other Expenses	680,537	628,940	(51,597)	(8.0%)	637,802	(42,735)	(7.0%)	
Grants & Health Fund				0.0%				
Grants	0	0	0	0.0%	0	0	0.0%	
Health Fund - Youth	0	0	0	0.0%	0	0	0.0%	
Health Fund - Adults	0	0	0	0.0%	0	0	0.0%	
Health Fund - Seniors	0	0	0	0.0%	0	0	0.0%	
Holiday Assistance	0	0	0	0.0%	0	0	0.0%	
Total Funds & Grants Expenses	0	0	0	0.0%	0	0	0.0%	
TOTAL EXPENSES	2,410,343	2,299,678	(110,666)	(5.0%)	2,389,094	(21,249)	(1.0%)	
Income (Loss) Before Cap Ex	\$2,402,296	\$2,163,494	\$238,802	11.0%	\$2,325,906	\$76,390	3.0%	