

Bel Marin Keys Community Services District

Operating Budget

Ordinary Income/Expense	
Income	
4000 · Measure Income	\$ 465,120
4100 · Rental of Community Center	\$ 4,500
4200 · Advertising Income	\$ 500
4300 · Barge Charter Income	
4400 · Donation Income	
4500 · Excess ERAF Income	\$ 30,000
4600 · HOPTR Tax Income	\$ 1,200
4700 · Key Income	
4701 · Lock Key Income	\$ 500
4702 · Ramp Key Income	\$ 500
4703 · Multicourt Key Income	\$ 250
4800 · Interest (Bank Accts)	
4900 · Miscellaneous Income	
4901 · Misc (Corrections Prev. Year)	
9998 · To rec 1st bank accts	
Total Income	
Expense	
6000 · Personnel	
6010 · Salary and Wages	
6011 · District Manager	\$ 115,000
6012 · Administrative Assistant	\$ 35,000
6020 · Payroll Taxes and Benefits	
6021 · Payroll Taxes	\$ 12,000
6030 · Benefits	
6031 · Worker's Comp	\$ 1,000
6032 · 401k	\$ 3,600
6033 · Medical Benefits	\$ 8,500
6040 · Other Personnel Costs	
6041 · Payroll Service Fees	\$ 1,500
6042 · Mileage Reimbursements	\$ 1,000
6043 · Staff Development	\$ 2,700
6044 · Staff Recruitment	\$ 1,000
6050 · Professional Fees	
6051 · Grant Applications	
6052 · Accounting & Fiscal Management	\$ 8,000
6053 · Audit & State Reporting	\$ 10,200
6054 · Legal Counsel	\$ 6,000
6055 · District Engineer Consulting	\$ 5,000
6056 · Budget Planning/oversight	\$ 3,000
6057 · Landscape Planning & Design	\$ 7,500
6069 · Other Professional Fees	\$ 2,000
6070 · Occupancy	

Operating Budget

6071 · Community Service (CSD) Center	
6072 · Utilities	
6073 · Garbage	\$ 3,500
6074 · Electricity	\$ 7,000
6075 · Sewer	\$ 1,100
6076 · Water	\$ 13,000
6077 · Cable	\$ 2,000
6078 · Telephone	\$ 3,500
6079 · Pest Control	\$ 1,000
6080 · Unplanned Utilities	\$ 1,500
6090 · Generator	\$ 1,000
6100 · Parking Lot Repair/Maintenance	\$ 7,500
6110 · Easements	\$ 3,000
6120 · Rentals	
6121 · Janitorial	\$ 4,000
6122 · Event Monitors	\$ 2,500
6123 · Supplies	\$ 1,500
6130 · Building Repair and Maintenance	
6131 · Kitchen Repair & Maintenance	
6132 · Leased Equipment	\$ 2,200
6133 · Other Kitchen Repair & Maint.	\$ 1,500
6139 · Other Building Repair & Maint.	\$ 7,000
6140 · Security Gates/Fencing	
6141 · Boat Ramp	\$ 2,000
6142 · Lock Fencing	
6143 · Park Fencing	\$ 2,000
6144 · Utilities	
6145 · Phone	\$ 3,000
6147 Other Water Access Points	\$ 5,000
6150 · Professional Dues	
6152 · CSDA - CA Special District Asso	\$ 2,500
6153 · LAFCO - Local Agency Formation	\$ 1,000
6154 · Bay Planning Coalition	\$ 800
6159 · Unplanned Professional Dues	\$ 500
6160 · Fees	
6161 · Bank / Investment Fees	\$ 500
6162 · Property Tax Collection Fees	
6163 · City General Election Fees	\$ 300
6164 · Other Property Tax Coll. Fees	\$ 7,000
6170 · Other Administrative Expenses	
6171 · Board Expenses	
6172 · Board Meeting & Materials	\$ 7,000
6173 · Director's Fees	\$ 6,000
6180 · Office Expenses	
6181 · Copier Rental	\$ 3,800
6182 · Copier Supplies	\$ 2,400

	Operating Budget	
6183 · Other Office Expenses	\$	7,000
6184 · Misc (Corrections Prev. Year)		
6190 · Committee Expense		
6191 · Emergency Response Team (ERT)	\$	2,500
6192 · Planning Advisory Board	\$	500
6193 · Community Sponsored Events	\$	1,000
6200 · Information Technology		
6201 · Computer Expenses	\$	3,600
6202 · IT Consultant	\$	2,400
6203 · Website / Interactive Media	\$	3,000
6210 · Insurance		
6211 · Liability Insurance	\$	13,000
6212 · Claims	\$	500
6220 · Licenses, Permits & Surveys		
6221 · Barge Permits	\$	100
6222 · County Encroachment Permitting	\$	2,000
6223 · Test Permitting CEQA	\$	2,000
6224 · Surveys		
6229 · Other Licenses/Permits/Surveys	\$	2,300
7000 · Maintenance		
7010 · Front Entry	\$	1,000
7020 · Grounds Contractor		
7021 · Landscaping Services	\$	54,000
7022 · Additional Landscaping	\$	10,000
7023 · Landscape Equipment	\$	1,500
7024 · Arbor / Tree	\$	5,000
7025 · Back Flow Equipment	\$	3,500
7026 · Landscape Review / Mgmt	\$	2,000
7030 · Street Lights	\$	4,500
7035 · Pet Stations	\$	4,000
7040 · Sidewalk Repairs	\$	2,500
7050 · Parks		
7051 · Montego	\$	1,500
7051.2 · Montego Tennis Courts	\$	1,000
7052 · Caribe North	\$	1,000
7053 · Hudson	\$	1,000
7054 · Del Oro	\$	1,000
7055 · Cavalla	\$	1,000
7056 · Bahama	\$	1,000
7057 · Sunset	\$	1,000
7069 · Soft Fall	\$	5,000
7070 · Electrical Panels	\$	-
7160 · Marketing & Outreach		
7161 · N2N Newsletter		
7162 · Delivery	\$	1,500
7163 · Production	\$	1,200

	Operating Budget	
7170 · Comm. Communication/Outreach	\$	7,500
7300 · Capital Improvement		
7301 · CY P1 - Concrete work Parks, sidewalks	\$	20,000
7302 · CY P2 - Fencing Hudson Park	\$	-
7303 · CY P3 - Locks		
7500 · Depreciation		
9999 · To rec 1st bank acct		
Total Expense	\$	501,200
Net Ordinary Income		
Total Income	\$	502,570
Total Expense	\$	501,200
Net Income	\$	1,370

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Total Income

Total Expense

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