

Bel Marin Keys Community Services District
2021-2022 Fiscal Year Budget

	Operations Budget	A Budget	Total Funds
Income			
4000 · Measure Income	\$ 494,405	\$ 35,000	\$ 529,405
4100 · Rental of Community Center	\$ 2,500		
4200 · Advertising Income	\$ 250		
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	\$ 529,605	\$ 35,000	\$ 564,605
Expense			
6000 · Personnel			
6010 · Salary and Wages			
6011 · District Manager	\$ 115,000		
6012 · Administrative Assistant	\$ 30,000		
6020 · Payroll Taxes and Benefits			
6021 · Payroll Taxes	\$ 5,000		
6030 · Benefits			
6031 · Worker's Comp	\$ 1,000		
6032 · 401k	\$ 3,000		
6033 · Medical Benefits	\$ 7,500		
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			
6051.2 Budget Planning	\$ 2,500		
6052 · Accounting & Fiscal Management	\$ 17,000		
6053 · Audit & State Reporting	\$ 10,000		
6054 · Legal Counsel	\$ 10,000		
6055 · District Engineer Consulting	\$ 5,000		
6055.2 Project Manager			
6055.3 Flex Hours			
new acc 6056 · Budget planningConslt/ Future Funding Planning	\$ 3,000		
6057 · Landscape Planning & Design	\$ 2,500		
6069 · Other Professional Fees	\$ 2,000		
6070 · Occupancy			
6071 · Community Service (CSD) Center			
6072 · Utilities			
6073 · Garbage	\$ 3,500		

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6074 · Electricity	\$ 7,000		
6075 · Sewer	\$ 3,000		
6076 · Water	\$ 13,000		
6077 · Cable	\$ 2,000		
6078 · Telephone	\$ 4,000		
6079 · Pest Control	\$ 1,000		
new account 608 security camera repair	\$ 5,000		
new account 608 Equipment to be capitalized (for building)			
Change number 8089			
6090 · Generator	\$ 1,000		
6100 · Parking Lot Repair/Maintenance	\$ 7,500		
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.	\$ 2,500		
6139 · Other Building Repair & Maint.	\$ 5,000		
6140 · Security Gates/Fencing			
6141 · Boat Ramp			
6142 · Lock Fencing			
6143 · Park Fencing	\$ 2,500		
6150 · Professional Dues			
6151 · NBWA - North Bay Watershed Asso			
6152 · CSDA - CA Special District Asso	\$ 2,500		
6153 · LAFCO - Local Agency Formation	\$ 1,200		
6154 · Bay Planning Coalition	\$ 400		
6159 · Unplanned Professional Dues	\$ -		
6160 · Fees			
6161 · Bank / Investment Fees	\$ 500		
6162 · Property Tax Collection Fees			
6163 · City General Election Fees	\$ 500		
6164 · Other Property Tax Coll. Fees	\$ 7,500		
6170 · Other Administrative Expenses			
6171 · Board Expenses			
6172 · Board Meeting & Materials	\$ 2,500		
6173 · Director's Fees	\$ 6,500		
6175 · Parcel Tax Admin			
6176 · Loan Interest			
6180 · Office Expenses			
6181 · Copier Rental	\$ 5,000		
6182 · Copier Supplies	\$ 1,500		
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			

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6201 · Computer Expenses	\$ 4,000		
6202 · IT Consultant	\$ 2,400		
6203 · Website / Interactive Media	\$ 1,000		
6210 · Insurance			
6211 · Liability Insurance	\$ 30,000		
6212 · Claims	\$ 500		
6220 · Licenses, Permits & Surveys			
6221 · Barge Permits	\$ 100		
6222 · County Encroachment Permitting	\$ 2,500		
6223 · Test Permitting CEQA	\$ 2,000		
6229 · Other Licenses/Permits/boundary Surveys	\$ 3,500		
7000 · Maintenance			
7010 · Front Entry	\$ 1,000		
7020 · Grounds Contractor			
7021 · Landscaping Services	\$ 56,000		
7022 · Additional Landscaping	\$ 6,000		
7023 · Landscape Equipment	\$ 2,000		
7024 · Arbor / Tree	\$ 15,000		
7025 · Back Flow Equipment	\$ 3,500		
7026 · Landscape Review / Mgmt	\$ 2,000		
7030 · Street Lights	\$ 5,000		
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	\$ 1,500	
7053 · Hudson	\$ 1,000	\$ 1,000	
7054 · Del Oro	\$ 1,000	\$ 1,500	
7055 · Cavalla	\$ 1,000	\$ 1,500	
7056 · Bahama	\$ 1,000	\$ 1,500	
7057 · Sunset	\$ 1,000	\$ 1,500	
7069 · Soft Fall	\$ 5,000	\$ 5,000	
7070 · Electrical Panels	\$ -		
7160 · Marketing & Outreach			
7161 · N2N Newsletter			
7162 · Delivery	\$ 1,000		
7163 · Production	\$ 1,000		
7170 · Comm. Communication/Outreach	\$ 4,500		
Total Expense	\$ 489,000	\$ 13,500	\$ 502,500
Other Income			
8000 · Gain/(Loss) Sale of Fixed Asset			
8100 · Interest & Dividends			
8200 · Bond Income			
Total Other Income			
Total Other Expense			
Net Income			

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	Operations Budget	A Budget	Total Funds
Total Income	\$ 529,605	\$ 35,000	\$ 564,605
Total Expense	\$ (489,000)	\$ (13,500)	\$ (502,500)
Net Income	\$ 40,605	\$ 21,500	\$ 62,105
Total Capital Projects	\$ (10,000)	\$ (21,500)	\$ (31,500)
Total Income after Cap projects	\$ 30,605	\$ -	\$ 30,605

**Bel Marin Keys Community Services District
Capital Projects Budgets**

P1 - Concrete work sidewalks		\$ 9,500
P2- Hudson Park fencing/Veg Management	\$ 10,000	\$ 3,500
P3-Montego Park Fitness equipment		\$ 8,500
Total FY projects	\$ 10,000	\$ 21,500