

Parks and Recreation

Budget Unit	Program	2021 Adopted Budget
Parks and Recreation		\$ 1,535,188
100-60-601	Recreation Administration	\$ 1,216,848
100-60-634	Park Planning and Restoration	\$ -
100-60-636	Library Services	\$ 318,340
Business and Community Services		\$ 1,588,853
100-61-602	Administration	\$ 762,614
100-61-605	Cultural Events	\$ 359,263
100-61-630	Facilities	\$ 466,976
100-61-632	Community Outreach and Neighborhood Watch	\$ -
Recreation and Education		\$ 4,350,432
100-62-608	Administration	\$ 784,511
580-62-613	Youth Teen Recreation	\$ 1,963,790
100-62-623	Senior Center	\$ 1,164,038
100-62-639	Teen Programs	\$ 272,913
100-62-640	Neighborhood Events	\$ 165,180
Sports, Safety and Outdoor Recreation		\$ 4,242,874
100-63-612	Park Facilities	\$ 1,183,885
100-63-615	Administration	\$ 110,200
560-63-616	Blackberry Farm Golf Course	\$ 684,232
580-63-620	Outdoor Recreation	\$ 907,695
570-63-621	Sports Center Operations	\$ 1,356,862
100-63-633	Disaster Preparedness	\$ -
Total		\$ 11,717,347

Department Overview

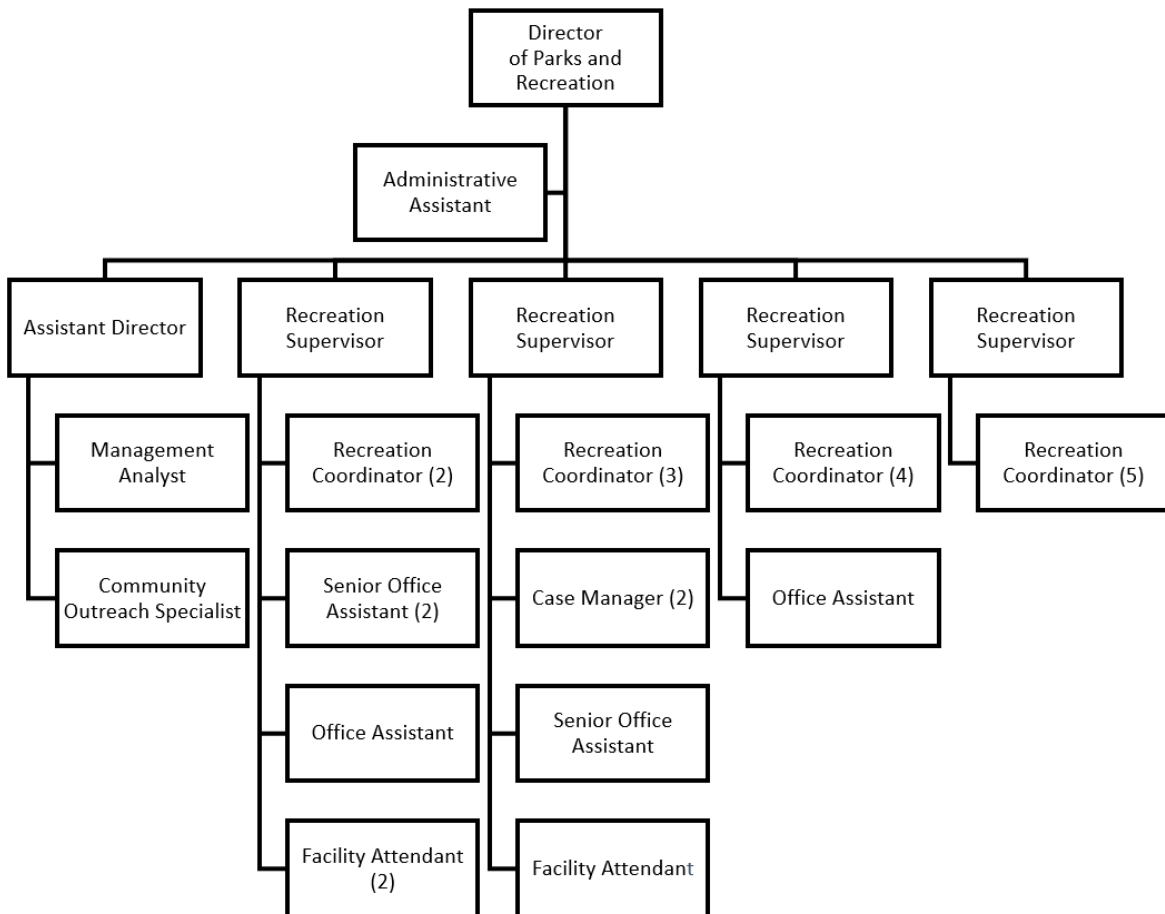
Budget at a Glance

2021 Adopted Budget

Total Revenues	\$ 3,241,329
Total Expenditures	\$ 11,717,347
Fund Balance	\$ 42,275
General Fund Costs	\$ 8,518,293
% Funded by General Fund	72.7%
Total Staffing	31.90 FTE

Organization

Joanne Magrini, Director of Parks and Recreation



Performance Measures

Goal: Create a positive, healthy and connected community.

Benefit: Cupertino has an exceptional system of parks & services that align with community values.

Performance Measure	FY 2018 July-June	FY 2019 July-June	FY 2020 July-Dec	Ongoing Target
% of Parks and Recreation Department customers surveyed who rate services as good or excellent	97% ¹	98%	98%	85%
% of programs maintaining minimum registration	70% ¹	70%	69%	80%
% Department's total cost recovery for all (direct and indirect) costs	63% ¹	44%	53%	40%
# of new programs or events offered	119 ¹	105	59	50
% change in participants ²	22% ¹	-7%	-3%	+1%

¹ Due to a server crash in FY 2017-18, activity, facility, and customer information is estimated for the period January – June 2018.

² Decrease due to lack of volunteers to do class counts.

Workload Indicators

Business and Community Services Division

Workload Indicator	FY 2018 July-June	FY 2019 July-June	FY 2020 July-Dec
Number of reservations at Quinlan Center	560	402	263
Number of festival applications received	10	10	6

Recreation and Education Division

Workload Indicator	FY 2018 July-June	FY 2019 July-June	FY 2020 July-Dec
Number of registrations	2,633	9,165	5,396
Number of survey respondents	110	2187	1501
Number of Senior Center classes offered	246	320	129
Number of Senior Center trips offered	44	45	19

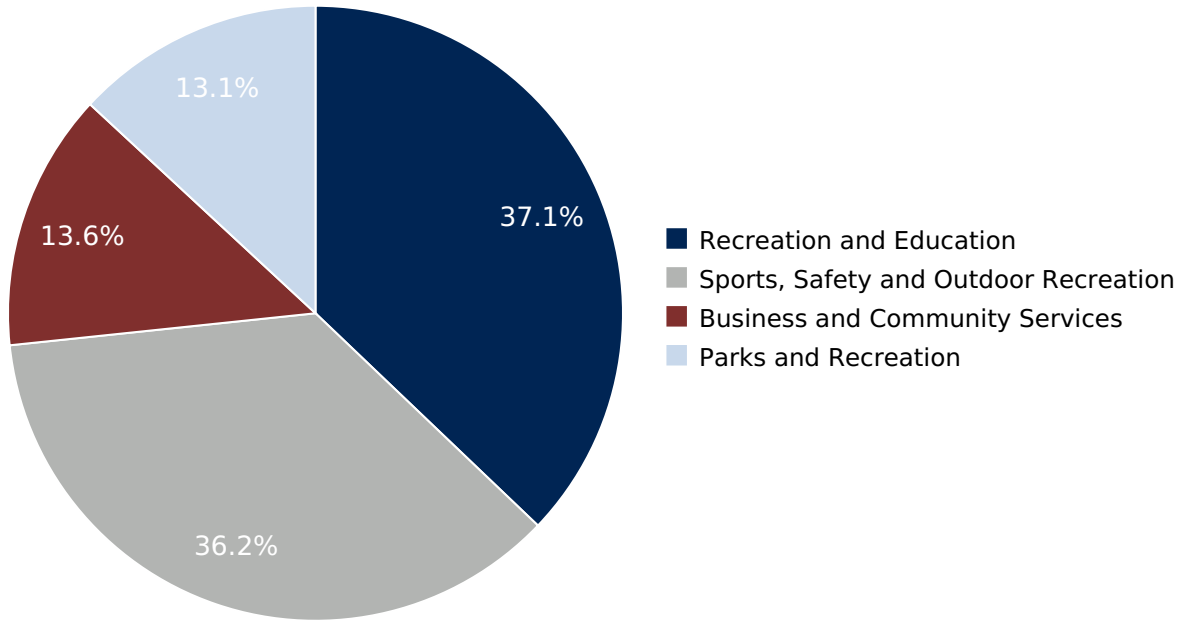
Sports, Safety, and Outdoor Recreation Division

Workload Indicator	FY 2018 July-June	FY 2019 July-June	FY 2020 July-Dec
Number of programs offered	835	567	332
Number of picnic reservations at BBF	154	154	227
Number of rounds of golf at BBF Golf Course	28,193	27,205	14,476
Number of Sports Center Memberships	1,885	1,829	1,802

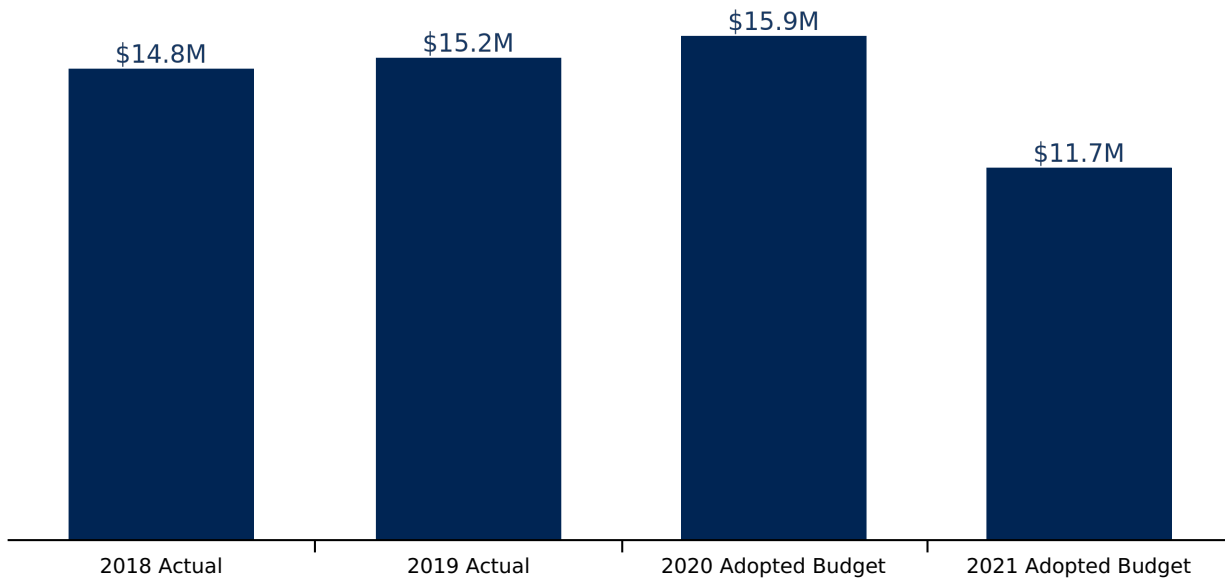
Adopted Budget

On June 16, 2020, City Council approved a budget of \$11,717,347 for the Parks and Recreation department. This represents a decrease of \$4,150,872 (-26.2%) from the FY 2019-20 Adopted Budget.

Adopted Expenditures by Division



Department Expenditure History



Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Use of Money and Property	\$ 538,585	\$ 617,779	\$ 400,000	\$ 546,520
Charges for Services	\$ 6,189,628	\$ 5,503,172	\$ 5,608,759	\$ 2,663,809
Miscellaneous Revenue	\$ 43,850	\$ -	\$ -	\$ 31,000
Total Revenues	\$ 6,772,063	\$ 6,120,951	\$ 6,008,759	\$ 3,241,329
Expenditures				
Employee Compensation	\$ 4,559,850	\$ 4,276,261	\$ 4,673,165	\$ 4,415,056
Employee Benefits	\$ 1,544,745	\$ 1,346,670	\$ 1,423,806	\$ 1,504,047
Materials	\$ 780,270	\$ 766,499	\$ 775,552	\$ 630,587
Contract Services	\$ 4,151,481	\$ 4,382,802	\$ 4,181,011	\$ 2,814,526
Cost Allocation	\$ 3,652,570	\$ 4,327,431	\$ 4,539,528	\$ 2,229,446
Special Projects	\$ 146,362	\$ 79,258	\$ 57,500	\$ -
Contingencies	\$ -	\$ -	\$ 217,657	\$ 123,685
Total Expenditures	\$ 14,835,278	\$ 15,178,921	\$ 15,868,219	\$ 11,717,347
Fund Balance	\$ (476,286)	\$ (1,535,531)	\$ (547,989)	\$ 42,275
General Fund Costs	\$ 7,586,928	\$ 7,522,438	\$ 9,311,471	\$ 8,518,293

Staffing

Total current positions - 32.15 FTE

Total proposed positions - 31.90 FTE

Recreation Administration

Budget Unit 100-60-601

General Fund - Parks and Recreation - Recreation Administration

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ -
Total Expenditures	\$ 1,216,848
Fund Balance	\$ -
General Fund Costs	\$ 1,216,848
% Funded by General Fund	100.0%
Total Staffing	4.55 FTE

Program Overview

The Recreation Administration program provides overall department administration, project management, community outreach, and support to the Parks and Recreation and Library Commissions.

Service Objectives

- Provide overall department administration, budget control, contract support, policy development, and employee development and evaluation.
- Support the Planning and Public Works Departments in the development, renovation, and improvements of parks and open spaces.
- Complete long-term and strategic plans for the Department including the Parks and Recreation System Master Plan and 3 Year Strategic Plan.
- Monitor and facilitate partnerships in regards to Library and other community organizations.
- Outreach to the community in conjunction with programs and the Parks and Recreation System Master Plan.
- Promote partnerships with Cupertino Union School District, Fremont Union High School District, and De Anza College with quarterly meetings and joint projects.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$1,216,848 for the Recreation Administration program. This represents a decrease of \$13,264 (-1.1%) from the FY 2019-20 Adopted Budget.

This budget is relatively unchanged since last fiscal year. This budget will fund a new Summer Camp Recreation Guide that will increase awareness of Cupertino summer camps to increase revenue and community participation.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Miscellaneous Revenue	\$ 39,600	\$ -	\$ -	\$ -
Total Revenues	\$ 39,600	\$ -	\$ -	\$ -
Expenditures				
Employee Compensation	\$ 301,717	\$ 450,419	\$ 658,554	\$ 686,212
Employee Benefits	\$ 107,447	\$ 166,122	\$ 278,883	\$ 305,203
Materials	\$ 50,180	\$ 51,321	\$ 181,301	\$ 146,553
Contract Services	\$ 27,050	\$ 1,618	\$ 72,912	\$ 74,629
Cost Allocation	\$ 36,814	\$ 35,426	\$ 27,563	\$ -
Contingencies	\$ -	\$ -	\$ 10,899	\$ 4,251
Total Expenditures	\$ 523,208	\$ 704,906	\$ 1,230,112	\$ 1,216,848
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ 483,608	\$ 704,906	\$ 1,230,112	\$ 1,216,848

Staffing

Total current positions - 4.60 FTE

Total proposed positions - 4.55 FTE

Staff time is being reallocated to better reflect actual time spent in this program.

Park Planning and Restoration

Budget Unit 100-60-634

General Fund - Parks and Recreation - Park Planning and Restoration

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ -
Total Expenditures	\$ -
Fund Balance	\$ -
General Fund Costs	\$ -
% Funded by General Fund	0.0%
Total Staffing	0.00 FTE

Program Overview

In FY 2018-19, this program was transferred to Public Works. A complete discussion of this program can be found under Budget Unit 100-82-806. This program will remain in order to maintain historical data, however once all prior year data as listed in the table below is \$0, this program will be removed.

Adopted Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures				
Employee Compensation	\$ 151,063	\$ 55,606	\$ -	\$ -
Employee Benefits	\$ 63,248	\$ 24,386	\$ -	\$ -
Materials	\$ 2,354	\$ 22	\$ -	\$ -
Contract Services	\$ 1,050	\$ -	\$ -	\$ -
Cost Allocation	\$ 16,662	\$ 6,796	\$ -	\$ -
Total Expenditures	\$ 234,377	\$ 86,810	\$ -	\$ -
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ 234,377	\$ 86,810	\$ -	\$ -

Staffing

Total current positions - 0.00 FTE

Total proposed positions - 0.00 FTE

Library Services

Budget Unit 100-60-636

General Fund - Parks and Recreation - Library Services

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ -
Total Expenditures	\$ 318,340
Fund Balance	\$ -
General Fund Costs	\$ 318,340
% Funded by General Fund	100.0%
Total Staffing	0.00 FTE

Program Overview

This budget augments the existing library service currently provided to our community through the Santa Clara County (SCC) Library Joint Powers Authority.

Service Objectives

- Provide increased library service for our constituents through support of the Go Go Biblio Program.
- Explore partnerships with the SCC Library for recreation and community programs.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$318,340 for the Library Services program. This represents a decrease of \$479,700 (-60.1%) from the FY 2019-20 Adopted Budget.

Decreased costs in cost allocation are due to a change in allocation methodology.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures				
Contract Services	\$ 449,295	\$ 468,023	\$ 117,000	\$ 117,000
Cost Allocation	\$ 334,021	\$ 501,482	\$ 681,040	\$ 198,415
Contingencies	\$ -	\$ -	\$ -	\$ 2,925
Total Expenditures	\$ 783,316	\$ 969,505	\$ 798,040	\$ 318,340
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ 783,316	\$ 969,505	\$ 798,040	\$ 318,340

Staffing

Total current positions - 0.00 FTE

Total proposed positions - 0.00 FTE

Administration

Budget Unit 100-61-602

General Fund - Business and Community Services - Administration

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ -
Total Expenditures	\$ 762,614
Fund Balance	\$ -
General Fund Costs	\$ 762,614
% Funded by General Fund	100.0%
Total Staffing	3.75 FTE

Program Overview

The Business Division supports department programs and services through the provision of customer service and analytical support, development, and administration of policies, and administration of recreation management software. The division is also responsible for the department's community outreach programs, including community festivals and City events at a variety of parks. This division also manages Quinlan Community Center (QCC) and Community Hall, as well as facility and park picnic rentals.

Service Objectives

- Provide first-rate customer service through the implementation of consistent policies, procedures, and performance standards.
- Administer and manage recreation software system for customer registration, memberships, point-of-sale, and facility rentals.
- Collect and analyze data from customer satisfaction surveys and program and revenue reports to improve programs and services.
- Increase participation at City events including 4th of July, Summer Concerts, Cinema at Sundown, Shakespeare in the Park, and the Tree Lighting Ceremony.
- Issue parks and facilities permits for individual customers as well as community festivals and events that promote our diverse culture and connected community.
- Maintain a positive relationship with neighborhoods adjacent to our facilities and parks.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$762,614 for the Administration program. This represents an increase of \$20,108 (2.7%) from the FY 2019-20 Adopted Budget.

This budget remains relatively unchanged from last fiscal year. Increased costs in cost allocation are due to a change in allocation methodology.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures				
Employee Compensation	\$ 432,066	\$ 407,471	\$ 391,823	\$ 323,637
Employee Benefits	\$ 221,792	\$ 204,778	\$ 200,351	\$ 182,434
Materials	\$ 8,687	\$ 12,607	\$ 2,321	\$ 2,390
Contract Services	\$ 3,811	\$ 3,934	\$ -	\$ -
Cost Allocation	\$ 130,188	\$ 135,290	\$ 147,895	\$ 254,093
Special Projects	\$ 5,313	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ 116	\$ 60
Total Expenditures	\$ 801,857	\$ 764,080	\$ 742,506	\$ 762,614
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ 801,857	\$ 764,080	\$ 742,506	\$ 762,614

Staffing

Total current positions - 5.00 FTE

Total proposed positions - 3.75 FTE

Staff time is being reallocated to better reflect actual time spent in this program.

Cultural Events

Budget Unit 100-61-605

General Fund - Business and Community Services - Cultural Events

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ 31,000
Total Expenditures	\$ 359,263
Fund Balance	\$ -
General Fund Costs	\$ 328,263
% Funded by General Fund	91.4%
Total Staffing	0.70 FTE

Program Overview

The Business and Community Service Division's events program produces the City's special events including 4th of July festivities and Big Bunny 5K, and those hosted at Memorial Park and Quinlan Community Center including the Summer Concert Series, Cinema at Sundown, Shakespeare in the Park, and Tree Lighting. This staff also serves as liaison and issues permits for community and cultural events at Memorial Park including the Cherry Blossom Festival, World Journal Festival, Kids 'N Fun Festival, Fall Festival, Veteran's Day Memorial Ceremony, Diwali Festival, and more.

Service Objectives

- Provide a summer concert series at Memorial Park.
- Produce a summer movie series at Memorial Park.
- Partner with the San Francisco Shakespeare Company to produce Free Shakespeare in the Park in Cupertino.
- Organize and facilitate the 4th of July Independence Day celebration and fireworks show.
- Organize and facilitate the Big Bunny 5K fun run.
- Bring the community together with the annual Tree Lighting celebration.
- Serve as liaison and issue special event permits to nonprofit organization event producers to ensure successful community and cultural festivals in Memorial Park.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$359,263 for the Cultural Events program. This represents an increase of \$56,404 (18.6%) from the FY 2019-20 Adopted Budget.

Increases in compensation and benefits are due negotiated salary and benefit changes. The increase is mainly due to departmental reorganization. This budget now includes expenses for Big Bunny 5K which was moved from 580-63-620.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ 31,000
Total Revenues	\$ -	\$ -	\$ -	\$ 31,000
Expenditures				
Employee Compensation	\$ 103,939	\$ 71,232	\$ 64,735	\$ 104,897
Employee Benefits	\$ 40,295	\$ 29,846	\$ 26,264	\$ 39,342
Materials	\$ 12,872	\$ 7,925	\$ 7,798	\$ 36,860
Contract Services	\$ 144,543	\$ 179,672	\$ 153,207	\$ 115,410
Cost Allocation	\$ 42,685	\$ 45,209	\$ 43,037	\$ 58,947
Contingencies	\$ -	\$ -	\$ 7,818	\$ 3,807
Total Expenditures	\$ 344,334	\$ 333,884	\$ 302,859	\$ 359,263
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ 344,334	\$ 333,884	\$ 302,859	\$ 328,263

Staffing

Total current positions - 0.50 FTE

Total proposed positions - 0.70 FTE

Staff time is being reallocated to better reflect actual time spent in this program.

Facilities

Budget Unit 100-61-630

General Fund - Business and Community Services - Facilities

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ 206,455
Total Expenditures	\$ 466,976
Fund Balance	\$ -
General Fund Costs	\$ 260,521
% Funded by General Fund	55.8%
Total Staffing	3.00 FTE

Program Overview

Community Hall provides space for City Council meetings and various Commission meetings, as well as facility rental space available for a variety of activities including business meetings, community events, and Cupertino Library programs. The Quinlan Community Center houses the administrative office of the Parks and Recreation Department and serves as facility space for rentals and a variety of recreational, social, and community activities.

Service Objectives

- Provide a rental facility for community meetings, business functions, social events, and other similar activities.
- Provide a facility for City Channel programming, and City Council, Planning Commission, Parks & Recreation Commission and other City meetings.
- Offer in-person and online registration for recreation programs.
- Schedule facility space for contractual and staff-run classes and camps.
- House the Cupertino Historical Society.
- Serve as an Emergency Operations Shelter in case of disasters.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$466,976 for the Facilities program. This represents a decrease of \$13,267 (-2.8%) from the FY 2019-20 Adopted Budget.

Increases in compensation and benefits are due to negotiated salary and benefit changes. Decreased costs in cost allocation are due to a change in allocation methodology.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Use of Money and Property	\$ 116,757	\$ 213,102	\$ 138,000	\$ 170,000
Charges for Services	\$ 489,372	\$ 458,471	\$ 401,282	\$ 36,455
Total Revenues	\$ 606,129	\$ 671,573	\$ 539,282	\$ 206,455
Expenditures				
Employee Compensation	\$ 306,411	\$ 244,541	\$ 285,429	\$ 307,331
Employee Benefits	\$ 106,126	\$ 68,225	\$ 99,285	\$ 127,096
Materials	\$ 56,656	\$ 33,778	\$ 30,110	\$ 26,379
Contract Services	\$ 8,210	\$ 12,060	\$ 5,220	\$ 5,376
Cost Allocation	\$ 85,157	\$ 151,524	\$ 58,657	\$ -
Contingencies	\$ -	\$ -	\$ 1,542	\$ 794
Total Expenditures	\$ 562,560	\$ 510,128	\$ 480,243	\$ 466,976
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ (43,569)	\$ (161,445)	\$ (59,039)	\$ 260,521

Staffing

Total current positions - 2.50 FTE

Total proposed positions - 3.00 FTE

Staff time is being reallocated to better reflect actual time spent in this program.

Community Outreach and Neighborhood Watch

Budget Unit 100-61-632

General Fund - Business and Community Services - Community Outreach and Neighborhood Watch

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ -
Total Expenditures	\$ -
Fund Balance	\$ -
General Fund Costs	\$ -
% Funded by General Fund	0.0%
Total Staffing	0.00 FTE

Program Overview

In FY 2018-19, this program was transferred to the City Manager's Office. A complete discussion of this program can be found under Budget Unit 100-12-632. This program will remain in order to maintain historical data, however once all prior year data as listed in the table below is \$0, this program will be removed.

Adopted Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures				
Employee Compensation	\$ 116,904	\$ 40,485	\$ -	\$ -
Employee Benefits	\$ 42,824	\$ 13,650	\$ -	\$ -
Materials	\$ 8,166	\$ 4,179	\$ -	\$ -
Contract Services	\$ 1,769	\$ 91	\$ -	\$ -
Cost Allocation	\$ 42,400	\$ 9,786	\$ -	\$ -
Total Expenditures	\$ 212,063	\$ 68,191	\$ -	\$ -
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ 212,063	\$ 68,190	\$ -	\$ -

Staffing

Total current positions - 0.00 FTE

Total proposed positions - 0.00 FTE

Administration

Budget Unit 100-62-608

General Fund - Recreation and Education - Administration

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ 25,000
Total Expenditures	\$ 784,511
Fund Balance	\$ -
General Fund Costs	\$ 759,511
% Funded by General Fund	96.8%
Total Staffing	3.35 FTE

Program Overview

This program includes administrative support of senior programs offered at the senior center. Administrative duties support the facility and senior programs that focus on enhancing a healthy lifestyle through quality education, recreation, travel, socials, case management services, volunteer opportunities, and facility rentals.

Service Objectives

- Provide management and supervision of all programs, activities, personnel, and facilities within the senior services division.
- Establish program goals and priorities.
- Ensure operational hours accommodate community desires.
- Provide first-rate customer service and manage customer registration, memberships, point-of-sale, and facility rentals at the Senior Center.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$784,511 for the Administration program. This represents a decrease of \$29,293 (-3.6%) from the FY 2019-20 Adopted Budget.

Increases in compensation and benefits, due to negotiated salary and benefit changes, are offset by decreased costs in cost allocation, due to a change in allocation methodology.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Use of Money and Property	\$ 22,455	\$ 28,134	\$ 25,000	\$ 25,000
Miscellaneous Revenue	\$ 4,250	\$ -	\$ -	\$ -
Total Revenues	\$ 26,705	\$ 28,134	\$ 25,000	\$ 25,000
Expenditures				
Employee Compensation	\$ 425,324	\$ 323,242	\$ 357,732	\$ 377,605
Employee Benefits	\$ 168,223	\$ 114,270	\$ 127,224	\$ 147,638
Materials	\$ 40,374	\$ 22,426	\$ 13,310	\$ 15,880
Contract Services	\$ 20,840	\$ 3,836	\$ 2,800	\$ 2,800
Cost Allocation	\$ 452,107	\$ 690,664	\$ 311,932	\$ 240,121
Special Projects	\$ 45,506	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ 806	\$ 467
Total Expenditures	\$ 1,152,374	\$ 1,154,438	\$ 813,804	\$ 784,511
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ 1,125,669	\$ 1,126,305	\$ 788,804	\$ 759,511

Staffing

Total current positions - 3.35 FTE

Total proposed positions - 3.35 FTE

There are no changes to the current level of staffing.

Youth Teen Recreation

Budget Unit 580-62-613

Recreation Program - Recreation and Education - Youth Teen Recreation

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ 1,108,517
Total Expenditures	\$ 1,963,790
Fund Balance	\$ (855,273)
General Fund Costs	\$ -
% Funded by General Fund	0.0%
Total Staffing	1.60 FTE

Program Overview

This program encompasses fee-based youth and teen programs such as academic and enrichment classes, STEAM programming, recreational camps, preschool, and special events, enrichment classes for adults, and special interest programming.

Service Objectives

- Provide a preschool program, summer camps, and an extensive variety of contract classes for youth, teens, and adults, while collaborating with the Cupertino Union School District and Fremont Union High School District on select program offerings.
- Promote programs through social media to increase community awareness and interest in programs.
- Increase the number of youth and teen Science Technology Engineering Art, and Math (STEAM) programs offered.
- Expand all-day summer camp offerings to meet daycare needs of working families.
- Provide family-oriented programs designed to increase community engagement.
- Provide safe, fun, life-long learning activities that promote the foundations of self-confidence, skill development, and personal growth.
- Provide programs that enhance cultural awareness to youth and teens.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$1,963,790 for the Youth Teen Recreation program. This represents a decrease of \$499,552 (-20.3%) from the FY 2019-20 Adopted Budget.

The decrease is primarily due to decreased costs in cost allocation due to a change in allocation methodology, partially offset by increases in contract agreements.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Charges for Services	\$ 1,468,822	\$ 1,222,219	\$ 1,037,390	\$ 1,108,517
Total Revenues	\$ 1,468,822	\$ 1,222,219	\$ 1,037,390	\$ 1,108,517
Expenditures				
Employee Compensation	\$ 495,400	\$ 392,428	\$ 461,639	\$ 444,713
Employee Benefits	\$ 134,393	\$ 78,652	\$ 73,364	\$ 83,645
Materials	\$ 72,296	\$ 68,662	\$ 23,627	\$ 32,030
Contract Services	\$ 900,752	\$ 844,453	\$ 797,672	\$ 1,125,286
Cost Allocation	\$ 357,107	\$ 346,668	\$ 1,070,264	\$ 250,857
Contingencies	\$ -	\$ -	\$ 36,776	\$ 27,259
Total Expenditures	\$ 1,959,948	\$ 1,730,863	\$ 2,463,342	\$ 1,963,790
Fund Balance	\$ (491,126)	\$ (508,644)	\$ (1,425,952)	\$ (855,273)
General Fund Costs	\$ -	\$ -	\$ -	\$ -

Staffing

Total current positions - 1.60 FTE

Total proposed positions - 1.60 FTE

There are no changes to the current level of staffing.

Senior Center

Budget Unit 100-62-623

General Fund - Recreation and Education - Senior Center

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ 167,000
Total Expenditures	\$ 1,164,038
Fund Balance	\$ -
General Fund Costs	\$ 997,038
% Funded by General Fund	85.7%
Total Staffing	4.65 FTE

Program Overview

This program includes the coordination and delivery of program services for seniors at the Senior Center. Staff coordinates a well-maintained Senior Center for adults age 50+; and senior adult recreation programs such as enrichment classes, educational presentations, group trips and tours, and social events. In addition, the Senior Center team leverages members to support programs and services through over 24,000 hours of volunteer service annually. Staff provides Case Management services and information and referral to assist seniors to remain independent and safe in their own homes.

Service Objectives

- Enhance partnerships with Fremont Union High School District Adult Education, the Santa Clara County Library District, De Anza College, and other local nonprofit agencies.
- Provide appreciation events for senior volunteers who support the Parks and Recreation Department throughout the year.
- Provide multi-lingual senior case management services.
- Offer fitness and enrichment courses, educational presentations, group trips and tours, and socialization opportunities to adults age 50+.
- Provide volunteer service opportunities for adults age 50+.
- Provide a senior focused annual health fair.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$1,164,038 for the Senior Center program. This represents a decrease of \$252,293 (-17.8%) from the FY 2019-20 Adopted Budget.

The decrease in materials and contract services are primarily due to the reduction of the Senior Travel Program, in response to the COVID-19 Pandemic and current State-mandated orders.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Use of Money and Property	\$ 1,833	\$ 3,846	\$ -	\$ -
Charges for Services	\$ 470,818	\$ 388,892	\$ 430,150	\$ 167,000
Total Revenues	\$ 472,651	\$ 392,738	\$ 430,150	\$ 167,000
Expenditures				
Employee Compensation	\$ 581,360	\$ 528,003	\$ 535,164	\$ 542,283
Employee Benefits	\$ 186,248	\$ 194,515	\$ 194,081	\$ 100,391
Materials	\$ 127,725	\$ 129,906	\$ 122,694	\$ 80,860
Contract Services	\$ 256,676	\$ 255,290	\$ 191,875	\$ 80,280
Cost Allocation	\$ 552,901	\$ 415,210	\$ 357,244	\$ 356,195
Contingencies	\$ -	\$ -	\$ 15,273	\$ 4,029
Total Expenditures	\$ 1,704,910	\$ 1,522,924	\$ 1,416,331	\$ 1,164,038
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ 1,232,258	\$ 1,130,186	\$ 986,181	\$ 997,038

Staffing

Total current positions - 4.65 FTE

Total proposed positions - 4.65 FTE

There are no changes to the current level of staffing.

Teen Programs

Budget Unit 100-62-639

General Fund - Recreation and Education - Teen Programs

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ 5,020
Total Expenditures	\$ 272,913
Fund Balance	\$ -
General Fund Costs	\$ 267,893
% Funded by General Fund	98.2%
Total Staffing	0.55 FTE

Program Overview

This program supports teen programs and services for the Recreation and Education Division. It provides for the supervision and operation of the Cupertino Teen Center, the satellite Teen Center at Lawson Middle School, the Youth Activity Board, the Cupertino Teen Leadership Academy, and the teen summer volunteer program.

Service Objectives

- Empower youth by creating enriching and stress-free programs that foster physical, mental, and social development.
- Provide an exclusive space for Cupertino Teens to de-stress, create, study, and to socially develop.
- Create opportunities for youth and teens to build their leadership abilities by creating activities, events, and programs by teens for teens.
- Create reciprocal engagement and outreach efforts between the City of Cupertino and Cupertino teens.
- Develop teen leadership skills and career growth opportunities by providing an interactive teen leadership program.
- Provide the opportunity for teens to gain applied skills and develop leadership abilities by volunteering in a summer camp and/or an Aquatic Learn -to Swim program.
- Foster the partnership with Lawson Middle School to bring the Cupertino Teen Center to a local school community.
- Create programs that support mental health and wellness in youth and teens.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$272,913 for the Teen Programs program. This represents an increase of \$14,043 (5.4%) from the FY 2019-20 Adopted Budget.

The increase is primarily due to increased cost allocations caused by changes in allocation methodology.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Use of Money and Property	\$ -	\$ 210	\$ 5,000	\$ 2,520
Charges for Services	\$ -	\$ 962	\$ 2,500	\$ 2,500
Total Revenues	\$ -	\$ 1,172	\$ 7,500	\$ 5,020
Expenditures				
Employee Compensation	\$ -	\$ 113,823	\$ 197,431	\$ 173,684
Employee Benefits	\$ -	\$ 14,299	\$ 16,352	\$ 30,452
Materials	\$ -	\$ 23,870	\$ 37,205	\$ 38,595
Contract Services	\$ -	\$ 1,761	\$ 7,882	\$ 800
Cost Allocation	\$ -	\$ -	\$ -	\$ 28,397
Contingencies	\$ -	\$ -	\$ -	\$ 985
Total Expenditures	\$ -	\$ 153,753	\$ 258,870	\$ 272,913
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ -	\$ 152,581	\$ 251,370	\$ 267,893

Staffing

Total current positions - 0.35 FTE

Total proposed positions - 0.55 FTE

Staff time is being reallocated to better reflect actual time spent in this program.

Neighborhood Events

Budget Unit 100-62-640

General Fund - Recreation and Education - Neighborhood Events

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ -
Total Expenditures	\$ 165,180
Fund Balance	\$ -
General Fund Costs	\$ 165,180
% Funded by General Fund	100.0%
Total Staffing	0.40 FTE

Program Overview

The Neighborhood Programs provide a varied schedule of summer events in neighborhood parks. Events include outdoor concerts, outdoor movies, performances, and free arts and fitness programs in the parks. These programs are designed to engage new customers and to promote current programs. This program will continue to develop partnerships with local agencies, businesses, and non-profits to better engage our community.

Service Objectives

- To provide outdoor summer concerts in neighborhood parks.
- To provide outdoor summer movies in neighborhood parks.
- To provide outdoor summer fitness opportunities in neighborhood parks.
- To provide outdoor summer arts opportunities in neighborhood parks.
- To provide an array of outdoor cultural special events in neighborhood parks.
- To provide activities for kids and families of all ages.
- To build community through partnerships with local agencies, businesses and non-profits.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$165,180 for the Neighborhood Events program. This represents a decrease of \$4,388 (-2.6%) from the FY 2019-20 Adopted Budget.

This budget remains relatively unchanged from the previous fiscal year. The decreases in materials and contract services are due to reduced events produced in response to the COVID-19 Pandemic and current State orders. This is offset by increases in employee benefits and cost allocations due to changes in allocation methodology and department reorganization.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Charges for Services	\$ -	\$ -	\$ 5,000	\$ -
Total Revenues	\$ -	\$ -	\$ 5,000	\$ -
Expenditures				
Employee Compensation	\$ -	\$ 61,618	\$ 84,022	\$ 86,072
Employee Benefits	\$ -	\$ 2,667	\$ 6,666	\$ 21,325
Materials	\$ -	\$ 41,809	\$ 20,033	\$ 7,500
Contract Services	\$ -	\$ 66,096	\$ 58,847	\$ 36,500
Cost Allocation	\$ -	\$ -	\$ -	\$ 12,683
Contingencies	\$ -	\$ -	\$ -	\$ 1,100
Total Expenditures	\$ -	\$ 172,190	\$ 169,568	\$ 165,180
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ -	\$ 172,190	\$ 164,568	\$ 165,180

Staffing

Total current positions - 0.10 FTE

Total proposed positions - 0.40 FTE

Staff time is being reallocated to better reflect actual time spent in this program.

Park Facilities

Budget Unit 100-63-612

General Fund - Sports, Safety and Outdoor Recreation - Park Facilities

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ 124,000
Total Expenditures	\$ 1,183,885
Fund Balance	\$ -
General Fund Costs	\$ 1,059,885
% Funded by General Fund	89.5%
Total Staffing	3.43 FTE

Program Overview

Blackberry Farm provides the community with recreational space to swim, picnic, enjoy ranger-led activities, and the Stevens Creek Trail. McClellan Ranch Preserve offers environmental education classes/creek tours to school groups, nature programs, and is the location of the Community Garden program and non-profit operations such as Grassroots Ecology, Santa Clara Valley Audubon Society, UCCE Master Gardeners, and Rolling Hills 4-H Club. The Creekside Park building provides community members with facility space which can be used for a variety of activities. The Monta Vista Recreation Center is home to a diverse array of recreational activities including gymnastics classes and preschool.

Service Objectives

Blackberry Farm Picnic Grounds and Pools:

- Provide the community with two recreational pools for drop-in use and swim lessons.
- Continue to offer a Junior Lifeguard course for teens, ages 13 -15.
- Engage and provide the community with annual 4th of July, Pooch Plunge, and Corridor Stroll events.
- Partner with the Audubon Society to provide Wildlife & Harvest Day at Blackberry Farm.
- Increase residential usage of the facility.
- Continue to offer Park Ranger-led activities such as interpretive walks, star-gazing events, and implement a Stevens Creek Corridor volunteer program.

McClellan Ranch Preserve:

- Continue to offer drop-in visitor hours at the Environmental Education Center and Blacksmith Shop on Saturdays, Sundays, and some school holidays.
- Develop park management internship opportunities in partnership with the West Valley Community College Park Management Program.
- Partner with SCVAS, Grassroots Ecology, Watershed Stewardship Program Members, Santa Clara Valley Audubon Society, Rolling Hills 4H and UCCE Master Gardeners in providing public education programs.
- Expand programming opportunities for teens.

- Increase volunteer/docent opportunities at McClellan Ranch.
- Develop and increase community garden programming.

Creekside Park Building:

- Rent facility for nonprofit board meetings, birthday parties, school group picnics, and other similar activities.
- Provide contract and staff-run classes and camps.
- Provide space for year-round farmers' market

Monta Vista Recreation Center:

- Provide gymnastics classes via a certified gymnastics business.
- Offer department run preschool program.
- Provide contract and staff-run classes and camps.
- Make space available for co-sponsored clubs and rentals.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$1,183,885 for the Park Facilities program. This represents a decrease of \$1,069,007 (-47.5%) from the FY 2019-20 Adopted Budget.

Decreases in compensation and benefits are due to the closure of Blackberry Farm for the season, in response to the COVID-19 Pandemic and current State-mandated orders. Decreased costs in cost allocation are due to a change in allocation methodology.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Use of Money and Property	\$ 201,787	\$ 203,590	\$ 204,000	\$ 59,000
Charges for Services	\$ 197,733	\$ 176,470	\$ 180,000	\$ 65,000
Total Revenues	\$ 399,520	\$ 380,060	\$ 384,000	\$ 124,000
Expenditures				
Employee Compensation	\$ 585,928	\$ 663,199	\$ 709,998	\$ 600,364
Employee Benefits	\$ 114,806	\$ 145,783	\$ 147,805	\$ 177,586
Materials	\$ 110,726	\$ 107,451	\$ 94,435	\$ 85,053
Contract Services	\$ 48,532	\$ 17,946	\$ 89,251	\$ 86,926
Cost Allocation	\$ 954,759	\$ 1,277,319	\$ 1,202,972	\$ 229,792
Special Projects	\$ 62,643	\$ 74,498	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ 8,431	\$ 4,164
Total Expenditures	\$ 1,877,394	\$ 2,286,196	\$ 2,252,892	\$ 1,183,885
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ 1,477,874	\$ 1,906,136	\$ 1,868,892	\$ 1,059,885

Staffing

Total current positions - 3.28 FTE

Total proposed positions - 3.43 FTE

Staff time is being reallocated to better reflect actual time spent in this program.

Administration

Budget Unit 100-63-615

General Fund - Sports, Safety and Outdoor Recreation - Administration

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ -
Total Expenditures	\$ 110,200
Fund Balance	\$ -
General Fund Costs	\$ 110,200
% Funded by General Fund	100.0%
Total Staffing	0.45 FTE

Program Overview

This program supports all facets of the Sports, Safety, and Outdoor Recreation Division. It provides for the supervision and operation of the Cupertino Sports Center, Blackberry Farm Golf Course, Blackberry Farm picnic area and swimming pools, McClellan Ranch Preserve, Monta Vista Recreation Center and Creekside Park building. The Sports, Safety, and Outdoor Recreation Division includes a diverse offering of recreation programs for all ages including sports leagues, camps/classes, nature programs, volunteer opportunities, drop-in activities, special events, aquatics, golf, and specialty classes.

Service Objectives

- Efficiently manage the Cupertino Sports Center, Blackberry Farm Golf Course, Blackberry Farm picnic sites and swimming pools, McClellan Ranch Preserve, Monta Vista Recreation Center, Creekside Park building, nine school sites and various City fields.
- Continue to improve coordination among staff within the Stevens Creek Corridor in order to enhance customer service and the experience for park visitors.
- Oversee marketing, budget development, and program plans for all locations.
- Continue to expand the aquatics program.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$110,200 for the Administration program. This represents a decrease of \$3,978 (-3.5%) from the FY 2019-20 Adopted Budget.

Increases in compensation and benefits are due to negotiated salary and benefit changes. The decrease in materials and cost allocations are due to changes in allocation methodology and department reorganization.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures				
Employee Compensation	\$ 186,622	\$ 49,338	\$ 46,034	\$ 54,067
Employee Benefits	\$ 69,295	\$ 18,936	\$ 16,279	\$ 24,066
Materials	\$ 6,228	\$ 2,600	\$ 8,465	\$ 270
Contract Services	\$ 3,889	\$ 412	\$ -	\$ -
Cost Allocation	\$ 87,147	\$ 108,578	\$ 43,392	\$ 31,790
Contingencies	\$ -	\$ -	\$ 8	\$ 7
Total Expenditures	\$ 353,181	\$ 179,864	\$ 114,178	\$ 110,200
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ 353,181	\$ 179,864	\$ 114,178	\$ 110,200

Staffing

Total current positions - 0.40 FTE

Total proposed positions - 0.45 FTE

Staff time is being reallocated to better reflect actual time spent in this program.

Blackberry Farm Golf Course

Budget Unit 560-63-616

Blackberry Farm - Sports, Safety and Outdoor Recreation - Blackberry Farm Golf Course

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ 210,000
Total Expenditures	\$ 684,232
Fund Balance	\$ (24,232)
General Fund Costs	\$ 450,000
% Funded by General Fund	65.8%
Total Staffing	1.15 FTE

Program Overview

Blackberry Farm Golf Course provides a nine-hole golf facility to the community that serves all ages.

Service Objectives

- Increase the golfer base through private golf instruction, family events, high school golf team partnerships, leagues, and camps.
- Continue to operate a golf course concession where customers may purchase golfing accessories and golf instruction.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$684,232 for the Blackberry Farm Golf Course program. This represents a decrease of \$7,919 (-1.1%) from the FY 2019-20 Adopted Budget.

This budget remains relatively unchanged from the prior fiscal year. Increases in compensation and benefits are due to negotiated salary and benefit changes.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Use of Money and Property	\$ 30,910	\$ 28,489	\$ 27,000	\$ 30,000
Charges for Services	\$ 314,754	\$ 288,128	\$ 300,000	\$ 180,000
Total Revenues	\$ 345,664	\$ 316,617	\$ 327,000	\$ 210,000
Expenditures				
Employee Compensation	\$ 136,361	\$ 148,832	\$ 168,337	\$ 170,410
Employee Benefits	\$ 50,556	\$ 41,855	\$ 42,698	\$ 58,778
Materials	\$ 98,956	\$ 93,667	\$ 106,249	\$ 108,003
Contract Services	\$ 258,776	\$ 258,580	\$ 267,345	\$ 248,885
Cost Allocation	\$ 97,561	\$ 91,476	\$ 91,074	\$ 89,471
Special Projects	\$ 32,900	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ 16,448	\$ 8,685
Total Expenditures	\$ 675,110	\$ 634,410	\$ 692,151	\$ 684,232
Fund Balance	\$ (29,446)	\$ (317,793)	\$ 244,849	\$ (24,232)
General Fund Costs	\$ 300,000	\$ -	\$ 610,000	\$ 450,000

Staffing

Total current positions - 1.15 FTE

Total proposed positions - 1.15 FTE

There are no changes to the current level of staffing.

Outdoor Recreation

Budget Unit 580-63-620

Recreation Program - Sports, Safety and Outdoor Recreation - Outdoor Recreation

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ 483,225
Total Expenditures	\$ 907,695
Fund Balance	\$ 737,530
General Fund Costs	\$ 1,162,000
% Funded by General Fund	128.0%
Total Staffing	2.07 FTE

Program Overview

This program encompasses the coordination and delivery of a wide range of sports, fitness, and outdoor activities for youth and adults.

Service Objectives

- Operate a summer learn-to-swim program for infants, children, teens, and adults.
- Coordinate spring, summer, and fall adult softball leagues.
- Provide sports, dance, fitness, and wellness classes for youth, teens, and adults.
- Manage user group field rentals under the Cupertino Union School District/City Joint Use Agreement.
- Increase nature, blacksmithing, and environmental classes for parent/child, teen, and adult demographics.
- Increase youth and teen activities to better accommodate working parents.
- Provide an afternoon summer nature program to provide all-day camp options for families.
- Offer fee-based gardening programs for youth and adults.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$907,695 for the Outdoor Recreation program. This represents a decrease of \$680,065 (-42.8%) from the FY 2019-20 Adopted Budget.

The decrease is primarily due to reductions in staffing and contract services in response to the COVID-19 Pandemic and current State-mandated Social Distancing Protocols. The decrease is also due to departmental reorganization of its programs. Big Bunny 5K was previously budgeted in this account. Due to the reorganization, Big Bunny is now budgeted in Cultural Events 100-61-605.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Use of Money and Property	\$ 163,670	\$ 139,590	\$ -	\$ 140,000
Charges for Services	\$ 845,638	\$ 624,377	\$ 1,201,937	\$ 343,225
Total Revenues	\$ 1,009,308	\$ 763,967	\$ 1,201,937	\$ 483,225
Expenditures				
Employee Compensation	\$ 335,428	\$ 305,646	\$ 364,143	\$ 234,270
Employee Benefits	\$ 101,340	\$ 111,674	\$ 103,062	\$ 97,848
Materials	\$ 112,440	\$ 120,385	\$ 68,194	\$ 24,153
Contract Services	\$ 464,655	\$ 409,487	\$ 720,311	\$ 254,261
Cost Allocation	\$ 258,603	\$ 245,281	\$ 265,476	\$ 281,896
Special Projects	\$ -	\$ -	\$ 30,500	\$ -
Contingencies	\$ -	\$ -	\$ 36,074	\$ 15,267
Total Expenditures	\$ 1,272,466	\$ 1,192,473	\$ 1,587,760	\$ 907,695
Fund Balance	\$ (263,159)	\$ (428,506)	\$ 179,177	\$ 737,530
General Fund Costs	\$ -	\$ -	\$ 565,000	\$ 1,162,000

Staffing

Total current positions - 2.42 FTE

Total proposed positions - 2.07 FTE

Staff time is being reallocated to better reflect actual time spent in this program.

Sports Center Operations

Budget Unit 570-63-621

Sports Center - Sports, Safety and Outdoor Recreation - Sports Center Operations

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ 881,112
Total Expenditures	\$ 1,356,862
Fund Balance	\$ 184,250
General Fund Costs	\$ 660,000
% Funded by General Fund	48.6%
Total Staffing	2.25 FTE

Program Overview

The Cupertino Sports Center offers a variety of health and wellness activities including a full fitness center, child care, and a wide assortment of fitness classes, youth sports classes, and a variety of racquet sports, including tennis, table tennis, pickle ball, and badminton classes, camps, and programs.

Service Objectives

- Increase memberships, participation in fitness classes, and enrollment in contract camps and classes.
- Market programs through social media, the recreation schedule, a new electronic sign on Stevens Creek Blvd., and the City website.
- Collaborate with Public Works to ensure successful implementation of Capital Improvement Projects.
- Explore new program offerings each quarter.
- Offer special classes for International Yoga Day and the annual Open House.

Adopted Budget

On June 16, 2020, City Council approved a budget of \$1,356,862 for the Sports Center Operations program. This represents a decrease of \$1,188,701 (-46.7%) from the FY 2019-20 Adopted Budget.

The decrease is primarily due to the reduction of contract services in response to the COVID-19 Pandemic, current State requirements of Social Distancing Protocols, and the Shelter in Place, and the closure due to the Seismic Retrofit construction project in the Fall.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Use of Money and Property	\$ 1,173	\$ 818	\$ 1,000	\$ 120,000
Charges for Services	\$ 2,402,491	\$ 2,343,653	\$ 2,050,500	\$ 761,112
Total Revenues	\$ 2,403,664	\$ 2,344,471	\$ 2,051,500	\$ 881,112
Expenditures				
Employee Compensation	\$ 308,350	\$ 373,687	\$ 348,124	\$ 309,511
Employee Benefits	\$ 103,327	\$ 99,189	\$ 91,492	\$ 108,243
Materials	\$ 39,774	\$ 41,425	\$ 59,810	\$ 26,061
Contract Services	\$ 1,561,619	\$ 1,859,543	\$ 1,696,689	\$ 666,373
Cost Allocation	\$ 183,146	\$ 246,455	\$ 238,982	\$ 196,789
Special Projects	\$ -	\$ 4,760	\$ 27,000	\$ -
Contingencies	\$ -	\$ -	\$ 83,466	\$ 49,885
Total Expenditures	\$ 2,196,216	\$ 2,625,059	\$ 2,545,563	\$ 1,356,862
Fund Balance	\$ 307,445	\$ (280,588)	\$ 453,937	\$ 184,250
General Fund Costs	\$ 99,996	\$ -	\$ 948,000	\$ 660,000

Staffing

Total current positions - 2.25 FTE

Total proposed positions - 2.25 FTE

There are no changes to the current level of staffing.

Disaster Preparedness

Budget Unit 100-63-633

General Fund - Sports, Safety and Outdoor Recreation - Disaster Preparedness

Budget at a Glance

	2021 Adopted Budget
Total Revenues	\$ -
Total Expenditures	\$ -
Fund Balance	\$ -
General Fund Costs	\$ -
% Funded by General Fund	0.0%
Total Staffing	0.00 FTE

Program Overview

In FY 2018-19, this program was transferred to the City Manager's Office. A complete discussion of this program can be found under Budget Unit 100-12-633. This program will remain in order to maintain historical data, however once all prior year data as listed in the table below is \$0, this program will be removed.

Adopted Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Adopted Budget for the current fiscal year:

Category	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Adopted Budget
Revenues				
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures				
Employee Compensation	\$ 92,977	\$ 46,691	\$ -	\$ -
Employee Benefits	\$ 34,825	\$ 17,823	\$ -	\$ -
Materials	\$ 32,836	\$ 4,466	\$ -	\$ -
Contract Services	\$ 14	\$ -	\$ -	\$ -
Cost Allocation	\$ 21,312	\$ 20,267	\$ -	\$ -
Total Expenditures	\$ 181,964	\$ 89,247	\$ -	\$ -
Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Costs	\$ 181,964	\$ 89,246	\$ -	\$ -

Staffing

Total current positions - 0.00 FTE

Total proposed positions - 0.00 FTE

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