

**FISCAL YEAR 2005 BUDGET**

**Fund Summary**

**Fund Name** : Parks Special Revenue  
**Department Name** : Parks & Recreation  
**Fund/Department No.** : 206 / 36

	<u>FY2004 BUDGET</u>	<u>FY2004 ESTIMATE</u>	<u>FY2005 BUDGET</u>
Beginning Fund Balance	2,265,000	2,265,000	<b>2,582,244</b>
Current Revenues	<u>6,405,600</u>	<u>6,103,100</u>	<b>6,435,800</b>
Total Available Resources	<u><u>8,670,600</u></u>	<u><u>8,368,100</u></u>	<b><u><u>9,018,044</u></u></b>
 Maintenance and Operations	 6,480,817	 5,785,856	 <b>6,400,092</b>
Transfer to Special Non-Recurring Projects	<u>0</u>	<u>0</u>	<b><u>560,000</u></b>
Total Expenditures	6,480,817	5,785,856	<b>6,960,092</b>
Planned Ending Fund Balance	<u>2,189,783</u>	<u>2,582,244</u>	<b><u>2,057,952</u></b>
Total Budget	<u><u>8,670,600</u></u>	<u><u>8,368,100</u></u>	<b><u><u>9,018,044</u></u></b>

In 1981, City Council directed that revenue from revenue generating activities should be deposited in a "Park's Special Revenue Fund" and that those funds should be used for "... repairs, replacement and renovation of park's revenue producing facilities and equipment and for maintaining and operation of parks' revenue producing facilities and activities."

Presently, revenue-generating activities include, but are not limited to:

- Golf courses;
- Tennis, fitness and garden centers;
- Community center and ball field rentals;
- Adult sports league registrations;
- Youth summer enrichment programs; and
- Park concessions.

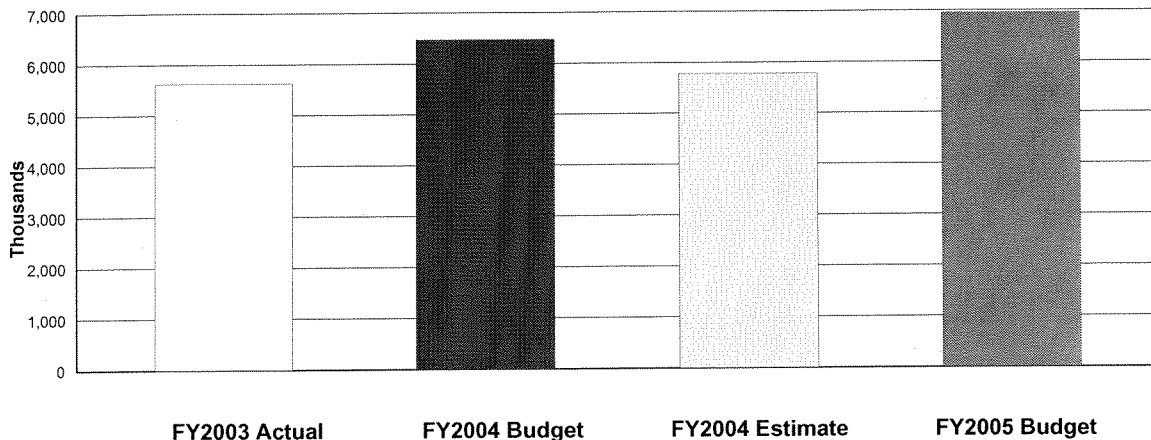
**FISCAL YEAR 2005 BUDGET**

**Department Budget Summary**

**Fund Name : Parks Special Revenue**  
**Department Name : Parks & Recreation**  
**Fund/Department No. : 206 / 36**

		<u>FY2003 Actual</u>	<u>FY2004 Budget</u>	<u>FY2004 Estimate</u>	<u>FY2005 Budget</u>
Expenditure Summary	Personnel Services	3,318,493	3,638,846	3,972,000	<b>4,148,692</b>
	Supplies	716,299	1,005,300	804,500	<b>1,116,500</b>
	Other Services and Charges	1,461,382	1,656,100	899,356	<b>1,124,500</b>
	Equipment	106,447	180,571	110,000	<b>10,400</b>
	Total M & O Expenditures	<u>5,602,621</u>	<u>6,480,817</u>	<u>5,785,856</u>	<u><b>6,400,092</b></u>
	Debt Service & Other Uses	21,300	0	0	<b>560,000</b>
	Total Expenditures	<u>5,623,921</u>	<u>6,480,817</u>	<u>5,785,856</u>	<u><b>6,960,092</b></u>
Revenue Summary		5,488,000	6,405,600	6,103,100	<b>6,435,800</b>
Staffing Summary	Full-Time Equivalents - Civilian	98.6	104.7	108.8	<b>113.1</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Total	<u>98.6</u>	<u>104.7</u>	<u>108.8</u>	<u><b>113.1</b></u>
	Full-Time Equivalents-Overtime	0.0	0.0	2.0	<b>6.2</b>
Budget Highlights	<ul style="list-style-type: none"> <li>o Implement the recommendations of the consultant's recommendations regarding governance of the city's eight municipal golf courses;</li> <li>o Obtain City Council approval to increase fees for certain activities; and</li> <li>o Update Chapter 32 of the Code of Ordinances to allow the department to use a portion of the revenue generated by all golf courses to operate and make improvements at all golf courses.</li> </ul>				

**Parks Special Revenue  
Parks & Recreation  
Expenditure Summary**



**FISCAL YEAR 2005 BUDGET**

**Department Group Summary**

Fund Name : Parks Special Revenue  
 Department Name : Parks & Recreation  
 Fund/Department No. : 206 / 36

Group Description	Group Objectives
<p><b>1111 Revenue Operations Administration</b></p> <p>Miscellaneous revenue generated at park facilities is recognized in this division.</p>	<p>Ensure that revenues are posted to the City's financial system in a timely manner. Monitor revenues and adjust year-end projections.</p>
<p><b>1420 Zoological Gardens</b></p> <p>Houston Zoo was privatized in FY2003. The privatized contract is now budgeted in General Government.</p>	<p>NA</p>
<p><b>1771 Houston Garden Center</b></p> <p>Houston Garden Center</p>	<p>The Houston Garden Center provides a venue for area garden clubs and plant societies to hold monthly meetings and horticulture educational activities. Additionally, the center is rented to the public for a fee.</p>
<p><b>1800 Golf Course &amp; Tennis Center Operations</b></p> <p>Administer the operations of 4 golf courses and 3 tennis centers, and oversee the management contracts of 3 City owned golf courses operated by private firms.</p>	<p>Monitor contract managed golf courses; provide highest quality customer services, tournament scheduling, lessons, club repair, etc.; maintain courses at championship levels; increase tennis court and golf course usage following capital improvement completion.</p>
<p><b>1850 Memorial Golf Course</b></p> <p>Manage Memorial Golf Course (including a 32 station driving range)</p>	<p>Provide excellent customer services such as tee times, golf cart rentals, lessons, club repairs, tournament scheduling and merchandise.</p>

**FISCAL YEAR 2005 BUDGET**

Department Group Summary									
Fund Name : Parks Special Revenue									
Department Name : Parks & Recreation									
Fund/Department No. : 206 / 36									
Group Performance Measures	FY2003 Actual			FY2004 Estimate			FY2005 Budget		
	Group Activities	Budget FTEs	Program Costs \$	Group Activities	Budget FTEs	Program Costs \$	Group Activities	Budget FTEs	Program Costs \$
Adult Sport Team Rentals	1,356			1,250			1,350		
Private Youth Team Rentals	852			950			900		
		0.0	0		0.0	150,000		0.0	250,000
NA	NA			NA			NA		
		0.0	733,507		0.0	0		0.0	0
Buildingrental revenue	39,481			42,000			42,000		
		0.0	0		0.0	9,500		0.0	10,000
Inspection of privately - managed golf courses	8			0			6		
Rounds of golf	82,724			106,800			118,800		
Tennis cntr court rentals	24,481			35,531			35,531		
Golf revenue generated	1,418,259			2,107,800			2,348,800		
		56.0	2,726,024		66.1	3,350,300		70.1	3,647,186
Rounds of golf	61,430			63,500			63,500		
Golf course revenue	2,326,544			2,460,300			2,463,400		
	0			0			0		
		41.9	2,135,545		42.7	2,227,900		43.0	2,977,906

**FISCAL YEAR 2005 BUDGET**

**Department Group Summary**

**Fund Name** : Parks Special Revenue  
**Department Name** : Parks & Recreation  
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Group Description	Group Objectives
<p><b>1870 Recreation Operations</b></p> <p>Operation Gang Together (OGT) is budgeted in the General Fund in FY04 and subsequent years</p>	<p>NA</p>
<p><b>1911 Grounds Maintenance</b></p> <p>This division plants trees in esplanades and right-of-ways and replaces trees damaged by motorists in vehicle accidents.</p>	<p>To improve the urban forestry environment by planting and nurturing trees and seedling.</p>

**FISCAL YEAR 2005 BUDGET**

Department Group Summary									
Fund Name : Parks Special Revenue									
Department Name : Parks & Recreation									
Fund/Department No. : 206 / 36									
Group Performance Measures	FY2003 Actual			FY2004 Estimate			FY2005 Budget		
	Group Activities	Budget FTEs	Program Costs \$	Group Activities	Budget FTEs	Program Costs \$	Group Activities	Budget FTEs	Program Costs \$
NA	NA			NA			NA		
		0.7	(3,874)	0.0	8,156		0.0	0	
Trees planted annually	NA			2,500			5,000		
		0.0	32,719	0.0	40,000		0.0	75,000	
Total		<u>98.6</u>	<u>5,623,921</u>	<u>108.8</u>	<u>5,785,856</u>		<u>113.1</u>	<u>6,960,092</u>	

**FISCAL YEAR 2005 BUDGET**

Fund Name :               : **Parks Special Revenue**  
 Department Name :       : **Parks & Recreation**  
 Fund / Department No. : **206 / 36**

<b>NO. of POSITIONS</b>	<b>JOB DESCRIPTION</b>	<b>JOB CLASS CODE</b>	<b>PAY GRADE</b>
1	ADMINISTRATIVE AIDE	3011	10
2	ADMINISTRATIVE ASSISTANT	3022	17
2	ADMINISTRATIVE SPECIALIST	3025	20
3	ASSISTANT SUPERINTENDENT	5762	20
2	ASSISTANT TENNIS CENTER MANAGER	9773	17
3	CREW LEADER	5760	11
1	DIVISION MANAGER	3030	29
7	EQUIPMENT OPERATOR I	5311	8
8	EQUIPMENT OPERATOR II	5312	10
4	FIELD SUPERVISOR	5147	17
3	GARDENER	5131	8
12	GROUNDSKEEPER	5132	5
17	LABORER	5133	4
2	MAINTENANCE MECHANIC I	5271	8
3	MAINTENANCE MECHANIC III	5273	14
1	MANAGEMENT ANALYST III	3084	20
1	OFFICE SUPERVISOR	5021	16
5	PARK MAINTENANCE AIDE	5119	2
64	RECREATION ASSISTANT	9761	6
8	SEMI-SKILLED LABORER	5134	6
11	SENIOR CASHIER	4873	10
1	SENIOR RECREATION SPECIALIST	9765	14
2	SENIOR SUPERINTENDENT	5764	27
3	SUPERINTENDENT	5763	24
3	TENNIS CENTER MANAGER	9774	21
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<b>169.0</b>	<b>Total Positions</b>		
<b>55.9</b>	<b>Less adjustment for Vacancies and Part-Time Employees</b>		
<b>113.1</b>	<b>Full-Time Equivalents</b>		

**FISCAL YEAR 2005 BUDGET**

**Department Revenue Summary**

**Fund Name : Parks Special Revenue**  
**Department Name : Parks & Recreation**  
**Fund/Department No. : 206 / 36**

Source	Description	Program Org	Program Name	FY2004 Budget	FY2004 Estimate	FY2005 Budget
6805	Special Event Permits	1111	Revenue Administration	47,500	40,000	40,000
6810	Closed Use Permits	1111	Revenue Administration	65,000	60,000	60,000
7540	Rec,Sports, & Educatn Prog	1111	Revenue Administration	462,200	332,800	336,900
7555	Admission And User Fees	1111	Revenue Administration	10,000	8,000	8,000
7700	Temporary Park Concessions	1111	Revenue Administration	41,300	35,000	35,000
7710	Term Concession Agreements	1111	Revenue Administration	247,500	244,300	246,000
7750	Special Events Concessions	1111	Revenue Administration	15,000	2,400	0
7785	Vending Machine Concessions	1111	Revenue Administration	35,000	20,000	20,000
7787	Concession Penalty & Interest	1111	Revenue Administration	600	300	300
8000	Building Space Rental Fees	1111	Revenue Administration	42,400	58,100	72,800
8050	Park Facility Use Fees	1111	Revenue Administration	324,500	177,000	277,000
8055	Park Equipment Rental Fees	1111	Revenue Administration	1,300	500	500
8235	Misc Fines & Forfeits	1111	Revenue Administration	100	100	100
8300	Interest On Pooled Investments	1111	Revenue Administration	105,000	60,000	60,000
8825	Recoveries & Refunds	1111	Revenue Administration	4,200	600	600
8835	Prior Year Revenue	1111	Revenue Administration	500	0	0
8855	Miscellaneous Revenue	1111	Revenue Administration	700	3,000	3,000
8000	Building Space Rental Fees	1771	Houston Garden Center	23,200	20,600	20,600
8855	Miscellaneous Revenue	1771	Houston Garden Center	5,000	4,200	4,200
7550	Golf Fees	1815	Gus Wortham Golf Course	0	326,900	435,800
7700	Temporary Park Concessions	1815	Gus Wortham Golf Course	0	6,000	8,700
7725	Other Recreational Concessions	1815	Gus Wortham Golf Course	0	27,000	40,000
7730	Retail Concessions	1815	Gus Wortham Golf Course	0	11,000	14,500
8060	Other Rental Fees	1815	Gus Wortham Golf Course	0	162,500	216,600
8845	Cashier Overages	1815	Gus Wortham Golf Course	0	100	100
8855	Miscellaneous Revenue	1815	Gus Wortham Golf Course	0	0	100
7550	Golf Fees	1820	Sharpstown Golf Course	815,700	705,600	745,000
7700	Temporary Park Concessions	1820	Sharpstown Golf Course	14,000	20,000	21,000
7725	Other Recreational Concessions	1820	Sharpstown Golf Course	6,900	4,000	4,000
7730	Retail Concessions	1820	Sharpstown Golf Course	57,300	47,300	50,000
8060	Other Rental Fees	1820	Sharpstown Golf Course	321,300	286,600	302,200
8855	Miscellaneous Revenue	1820	Sharpstown Golf Course	1,200	7,500	7,500
7550	Golf Fees	1830	Brock Golf Course	362,400	290,900	290,900
7700	Temporary Park Concessions	1830	Brock Golf Course	12,000	12,300	12,300
7725	Other Recreational Concessions	1830	Brock Golf Course	11,700	8,600	8,600
7730	Retail Concessions	1830	Brock Golf Course	27,000	20,000	20,000
8060	Other Rental Fees	1830	Brock Golf Course	209,700	170,000	170,000
8515	Sale Of Obsolete City Vehicles	1830	Brock Golf Course	1,000	1,000	1,000
8825	Recoveries & Refunds	1830	Brock Golf Course	0	400	400
8845	Cashier Overages	1830	Brock Golf Course	100	100	100
7720	Term Operation Agreement	1840	Privatized Golf Courses	325,200	217,100	190,000
7550	Golf Fees	1851	Memorial GC Administration	1,414,400	1,366,500	1,366,500
7680	Training Services	1851	Memorial GC Administration	16,400	16,500	16,700
7710	Term Concession Agreements	1851	Memorial GC Administration	90,000	85,700	89,000
7725	Other Recreational Concessions	1851	Memorial GC Administration	500,000	478,800	478,800
7730	Retail Concessions	1851	Memorial GC Administration	202,000	174,200	174,200
8060	Other Rental Fees	1851	Memorial GC Administration	339,200	337,400	337,400
8515	Sale Of Obsolete City Vehicles	1851	Memorial GC Administration	3,500	1,000	500
8845	Cashier Overages	1851	Memorial GC Administration	300	200	300
7555	Admission And User Fees	1854	Memorial Fitness Center	23,200	26,000	26,000
7625	Other Service Charges	1854	Memorial Fitness Center	1,400	600	1,000
7545	Tennis Court Fees	1860	Tennis Center Operations	126,200	130,800	130,800
7625	Other Service Charges	1860	Tennis Center Operations	34,600	31,500	31,800
7680	Training Services	1860	Tennis Center Operations	10,600	15,000	16,100
7710	Term Concession Agreements	1860	Tennis Center Operations	18,900	17,700	18,200
7730	Retail Concessions	1860	Tennis Center Operations	18,200	14,400	14,500
8855	Miscellaneous Revenue	1911	Grounds Maintenance	10,200	15,000	10,200
<b>Total Parks &amp; Recreation</b>				<b>6,405,600</b>	<b>6,103,100</b>	<b>6,435,800</b>



**FISCAL YEAR 20045 BUDGET**

Fund Name : Parks Special Revenue  
 Department Name : Parks & Recreation  
 Fund/Department No. : 206 / 36

ACCT	DESCRIPTION	FY2003 Actual	FY2004 Budget	FY2004 Estimate	FY2005 Budget
1100	Salary-Base Pay-Civilian	2,093,882	2,224,361	2,213,200	2,214,004
1105	Salary-Part Time-Civilian	187,437	246,032	190,400	403,429
1110	Premium Pay-Civilian	8,062	6,900	6,900	8,900
1113	Bilingual Pay-Civilian	4,498	4,500	4,200	3,600
1120	Overtime-Civilian	128,736	137,500	230,300	171,100
1130	Termination Pay-Civilian	7,037	16,200	199,100	115,900
1135	Pension-Civilian	210,124	222,435	314,800	265,682
1140	Social Security-Civilian	181,214	199,861	215,000	213,619
1145	Health/Life Ins Active Civilian	391,234	501,857	438,900	540,481
1146	Health/Life Ins Retiree Civilian	62,597	49,100	91,400	92,400
1405	Workers Compensation-Civilian	32,405	20,400	60,000	52,500
1415	Unemployment Claims	2,876	3,200	3,200	2,800
1420	Long Term Disability	8,391	6,500	4,600	4,500
1981	Compensation Contingency	0	0	0	59,777
<b>Total Personnel Services</b>		<b>3,318,493</b>	<b>3,638,846</b>	<b>3,972,000</b>	<b>4,148,692</b>
2130	Chem, Gases & Spec Fluids	127,751	202,300	143,500	285,500
2135	Cleaning and Sanitary Supplies	19,584	23,600	22,600	26,700
2200	Construction Materials	49,219	89,500	59,500	99,300
2205	Electrical Hardware & Parts	9,799	9,700	2,200	9,400
2210	Mechanical Hardware & Parts	1,119	7,200	6,200	6,500
2211	Meters, Hydrants & Plumb Supplies	8,871	23,500	26,700	22,500
2300	Audio-Visual Supplies	474	1,300	100	1,900
2305	Computer Supplies	521	1,900	300	2,900
2306	Paper & Printing Supplies	1,269	3,400	600	3,100
2315	Publications & Printed Materials	21	600	0	600
2323	Postage	0	1,200	100	600
2325	Miscellaneous Office Supplies	11,547	5,400	7,900	5,100
2400	General Laboratory Supplies	640	800	600	1,100
2412	Medical & Surgical Supplies	0	1,700	700	1,700
2415	Small Tech & Scientific Equip	0	1,300	500	1,800
2600	Fuel	20,278	20,100	25,200	28,600
2605	Vehicle Repair & Maint Suppl	68,733	74,400	55,900	87,000
2701	Clothing	9,005	12,000	16,300	22,300
2704	Recreational Supplies	35,638	55,800	38,900	50,800
2708	Landscapeing & Garden Supplies	86,679	150,100	122,000	155,400
2709	Small Tools & Minor Equipment	19,608	20,000	17,100	30,800
2738	Miscellaneous Parts & Supplies	66,928	26,000	44,200	29,100
2739	Inventory Sales	178,615	273,500	213,400	243,800
<b>Total Supplies</b>		<b>716,299</b>	<b>1,005,300</b>	<b>804,500</b>	<b>1,116,500</b>
3100	Janitorial Services	24,223	187,000	41,500	36,000

**FISCAL YEAR 20045 BUDGET**

Fund Name : **Parks Special Revenue**  
 Department Name : **Parks & Recreation**  
 Fund/Department No. : **206 / 36**

ACCT	DESCRIPTION	FY2003 Actual	FY2004 Budget	FY2004 Estimate	FY2005 Budget
3105	Security Services	126,717	139,800	151,600	192,100
3107	Temporary Personnel Services	0	0	0	5,000
3200	Claims Payment Services	0	150,000	0	150,000
3205	Insurance Fees	8,463	1,100	8,400	8,700
3300	Accounting & Auditing Services	0	3,800	0	0
3305	Advertising Services	3,827	8,000	4,000	6,500
3321	Computer Info/Contracting Svc	4,355	2,800	4,000	13,500
3325	Medical, Dental & Lab Services	(1,000)	0	8,156	0
3335	Management Consulting Services	83,090	0	4,000	0
3344	Photographic Services	0	200	0	200
3405	Vehicle/Equipment Rental/Lease	223,123	325,300	293,900	309,000
3409	Office Equipment Rental	1,903	3,000	2,100	2,600
3420	Other Rental	12,722	18,300	13,100	19,200
3510	Telephone	17,256	22,200	17,800	24,000
3515	Communication Lines	6,749	15,000	7,000	7,000
3519	Radio Communications	0	500	0	0
3525	Refuse Disposal	10,033	24,900	43,000	17,700
3530	Water	4,081	3,700	3,500	4,100
3539	Sewer	42,197	26,900	42,200	17,800
3600	Building Maintenance Services	34,039	434,900	5,600	51,800
3605	Land and Grounds Maintenance	2,713	10,000	1,500	10,000
3610	Infrastructure Maintenance Svc	17,180	25,300	0	200
3615	Computer Eq/Software Maint Svc	0	2,400	100	5,000
3616	Communications Equip Services	1,942	3,200	900	1,300
3620	Enterprise Applications	0	0	2,000	2,000
3625	Office Equipment Services	0	400	0	400
3626	Vehicle & Motor Equip Services	15,565	34,400	36,600	30,100
3635	Other Equipment Services	30,493	20,000	14,600	11,200
3794	Print Shop Services	0	1,200	0	100
3799	Mail/Delivery Services	11,111	9,600	11,800	11,900
3805	Printing & Reproduction Srvcs	3,175	9,400	9,800	13,000
3812	Structural Construction Work Services	37,279	3,000	4,500	0
3823	Contracts/Sponsorships	730,000	0	0	0
3895	Misc Other Services & Charges	4,474	2,900	8,000	4,100
3900	Education & Training	700	1,900	1,800	1,900
3903	Contract Instructor Sports	0	150,000	150,000	150,000
3905	Membership & Professional Fees	2,473	6,800	6,500	6,300
3910	Travel-Training Related	2,293	7,300	1,300	10,900
3950	Travel-Non-training Related	206	300	0	300
3960	Motor Pool Charges	0	0	100	0
3970	Freight Charges	0	600	0	600

**FISCAL YEAR 20045 BUDGET**

Fund Name : Parks Special Revenue  
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ACCT	DESCRIPTION	FY2003 Actual	FY2004 Budget	FY2004 Estimate	FY2005 Budget
<b>Total Other Services and Charges</b>		1,461,382	1,656,100	899,356	1,124,500
4430	Microcomputer Equipment	3,834	0	0	10,400
4467	Furniture & Fixtures	7,113	0	0	0
4494	Other Equipment	39,338	0	16,100	0
4525	Trucks - General Purpose	0	23,343	0	0
4545	Motorized Maintenance Equip	43,998	142,228	74,000	0
4560	Vehicle Attachments	3,436	0	4,900	0
4570	Other Vehicles	8,728	15,000	15,000	0
<b>Total Equipment</b>		106,447	180,571	110,000	10,400
5641	Transfers to Special non-reoccur Prj.	21,300	0	0	560,000
<b>Total Debt Service and Other Uses</b>		21,300	0	0	560,000
<b>Grand Total Expenditures</b>		<b>5,623,921</b>	<b>6,480,817</b>	<b>5,785,856</b>	<b>6,960,092</b>