Fund Summary

Fund Name : **Park Special Revenue Fund**
Business Area Name : **Parks and Recreation**
Fund No./Bus. Area No. : **2100 / 3600**

	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Beginning Fund Balance	2,547,282	2,547,282	**2,373,757**
Current Revenues	6,501,200	6,734,400	**7,831,900**
Total Available Resources	9,048,482	9,281,682	**10,205,657**
Maintenance and Operations	6,689,880	6,814,925	**7,749,353**
Transfer to Special Non-Recurring Projects	93,000	93,000	**0**
Total Expenditures	6,782,880	6,907,925	**7,749,353**
Planned Ending Fund Balance	2,265,602	2,373,757	**2,456,304**
Total Budget	9,048,482	9,281,682	**10,205,657**

In 1981, City Council directed that revenue from revenue generating activities should be deposited in a "Park's Special Revenue Fund". These 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.

Business Area Budget Summary

Fund Name : **Park Special Revenue Fund**
Business Area Name : **Parks and Recreation**
Fund No./Bus. Area No. : **2100 / 3600**

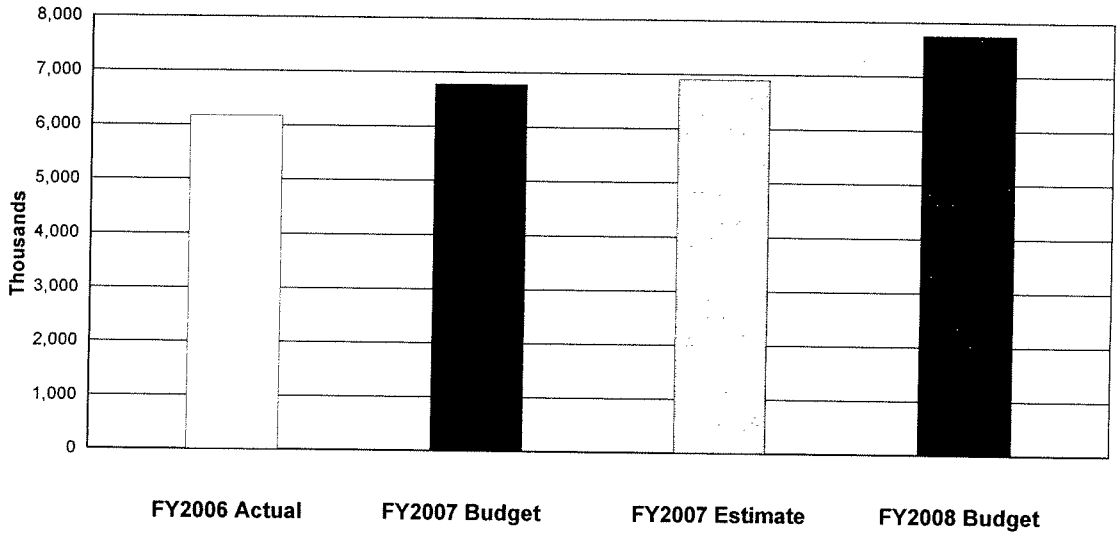
		FY2006 Unaudited	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Expenditures	Personnel Services	4,041,193	4,256,437	4,372,919	**4,416,245**
	Supplies	866,503	1,093,125	1,107,758	**1,158,658**
	Other Services and Charges	971,755	1,095,970	1,095,501	**1,090,950**
	Equipment	0	253,239	235,639	**1,083,500**
	Non-Capital Equipment	0	(8,891)	3,108	**0**
	Total M & O Expenditures	5,879,451	6,689,880	6,814,925	**7,749,353**
	Debt Service & Other Uses	291,541	93,000	93,000	**0**
	Total Expenditures	6,170,992	6,782,880	6,907,925	**7,749,353**
Revenues		6,503,010	6,501,200	6,734,400	**7,831,900**
Staffing	Full-Time Equivalents - Civilian	100.3	116.0	116.0	**116.0**
	Full-Time Equivalents - Classified	0.0	0.0	0.0	**0.0**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	100.3	116.0	116.0	**116.0**
	Full-Time Equivalents-Overtime	5.7	0.0	5.8	**5.3**

Budget Highlights

- Equipment for Maintenance Enhancements: hydro-jet machine; vibrator roller; new low boy trailer; mini crane; stump grinders; chipper; trailers; mower for Gus Wortham Golf Course and; Toro mower for F.M. Law Park Junior Golf Course.
- Energy Enhancements: ball field lights; pool pumps; and pool building lights.
- Update fitness equipment.
- Replacement lights for the Mecom Fountain.

Park Special Revenue Fund
Parks and Recreation

Expenditure Summary



Business Area Group Summary

Fund Name : **Park Special Revenue Fund**
Business Area Name : **Parks and Recreation**
Fund No./Bus. Area No. : **2100 / 3600**

Group Description	Group Objectives
360002 Revenue Administration	
Miscellaneous revenue generated at park facilities and Summer Enrichment Program are recognized in this division. Expenditures include chemicals and other herbicides for the up keep of the ballfields; T-shirts for children and bus rentals during summer programs.	Ensure that revenues are posted to the City's financial system(SAP) in a timely manner. Monitor revenues and adjust year-end projections. Minimize expenditures to ensure maximum revenues for the department.
360010 Houston Garden Center	
The Houston Garden Center is a revenue generated facility for garden clubs and plant societies.	To encourage interest in all phases of gardening, and to promote better horticulture practices, civic beauty and conservation of natural resources. Hold monthly meetings and horticulture educational activities. The center is rented to the public for a fee.
360011 Golf & Tennis Center	
Administer the operations of 4 golf courses and 3 tennis centers, oversee the 3 privatized City owned golf courses operations under contract agreement with private firms.	Monitor contract managed golf courses; tournament scheduling, lessons, club repairs, maintain courses at championship levels; increase tennis court and golf course usage following capital improvement completion.
360012 Memorial Golf Course	
Manage Memorial Golf Course(including a 32 station driving range). Collect revenue and maintain golf rules and guidelines.	Provide excellent customer services such as tee times, golf cart rentals, lessons, club repairs, tournament scheduling and merchandise sales and promotions.
360013 Tree and Shrub Ordinance	
Tree planting requirements for commercial and family development.	Ensure that the required trees for city-wide developed commercial and multi-family properties are planted promptly to the specifications, and ensure timely collection of appropriate fees from property developers.

Business Area Group Summary

Fund Name : Park Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

Group Performance Measures	FY2006 Unaudited Group Activities	FY2006 Unaudited Budget FTEs	FY2006 Unaudited Group Costs $	FY2007 Estimate Group Activities	FY2007 Estimate Budget FTEs	FY2007 Estimate Group Costs $	FY2008 Budget Group Activities	FY2008 Budget Budget FTEs	FY2008 Budget Group Costs $
Adult Sport Team Rentals	811			836			860		
Private Youth Team Rentals	288			300			320		
		0.0	303,406		0.0	403,800		0.0	1,392,000
Building rental revenue	15,300			13,000			13,000		
		0.0	0		0.0	10,000		0.0	10,000
Golf revenue generated	2,267,945			2,459,100			2,541,400		
Insp privatized golfcourse	6			8			8		
Rounds of golf	111,459			112,600			114,000		
Tennis Cart court rentals	35,531			39,200			39,900		
		56.4	3,279,103		64.5	3,535,463		64.5	3,524,909
Rounds of golf	63,803			63,500			63,500		
Golf course revenue	2,613,776			2,716,700			2,842,600		
		43.9	2,512,262		51.5	2,858,662		51.5	2,722,444
Tree planted-Commercial Mulit-family	7,161			5,000			10,000		
		0.0	76,221		0.0	100,000		0.0	100,000
Total		100.3	6,170,992		116.0	6,907,925		**116.0**	**7,749,353**

Fund Name : **Park Special Revenue Fund**
Business Area Name : **Parks and Recreation**
Fund No./Bus Area No. : **2100 / 3600**

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
ADMINISTRATIVE AIDE	10	0.5	0.5	
ADMINISTRATIVE ASSISTANT	17	2.0	2.0	
ADMINISTRATIVE SPECIALIST	20	2.0	2.0	
ASSISTANT SUPERINTENDENT	20	3.0	3.0	
ASSISTANT TENNIS CENTER MANAGER	17	3.0	3.0	
CREW LEADER	11	2.0	2.0	
DIVISION MANAGER	29	1.0	1.0	
EQUIPMENT WORKER	13	11.0	10.5	(0.5)
FIELD SUPERVISOR	17	3.0	3.0	
GARDENER	08	3.0	3.0	
GROUNDSKEEPER	05	9.5	9.5	
LABORER	04	13.0	13.0	
MAINTENANCE MECHANIC I	08	0.5	0.5	
MAINTENANCE MECHANIC III	14	3.0	3.0	
MANAGEMENT ANALYST III	21	1.0	1.0	
OFFICE SUPERVISOR	17	2.0	2.0	
PARK MAINTENANCE AIDE	02	1.5	1.5	
PARK MAINTENANCE SUPERVISOR	13	1.0	1.0	
RECREATION ASSISTANT	06	31.0	32.0	1.0
SECURITY OFFICER	08	2.0	2.0	
SEMI-SKILLED LABORER	06	7.5	7.5	
SENIOR CASHIER	10	6.5	6.0	(0.5)
SENIOR SUPERINTENDENT	27	2.0	2.0	
SUPERINTENDENT	24	2.0	2.0	
TENNIS CENTER MANAGER	21	3.0	3.0	
Total FTEs		**116.0**	**116.0**	**0.0**
Less adjustment for Civilian Vacancy Factor				**0.0**
Full-Time Equivalents		**116.0**	**116.0**	**0.0**

Business Area Revenue Summary

Fund Name : Park Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

Commit Item	Description	FY2007 Budget	FY2007 Estimate	FY2008 Budget
3600020004	**PRD-Financial Svcs.**			
421530	Special Event Permits	60,000	65,000	**75,000**
421540	Closed Use Permits	65,600	55,000	**60,000**
426170	Recreation Sports & Education Program	360,000	360,000	**365,000**
426200	Aadmission and User Fees	9,000	9,000	**9,000**
426420	Building Space Rental Fees	75,500	70,000	**75,500**
426440	Park Facility Use Fees	170,000	165,000	**170,000**
426450	Park Equipment Rental Fees	5,100	4,000	**4,600**
428090	Miscellaneous Fines & Forfeitures	300	300	**300**
432010	Interest on Pooled Investments	60,000	90,000	**95,000**
443010	Temporary park Concessions	40,000	40,000	**40,000**
443020	Terminal Concession Agreements	255,000	255,000	**255,000**
443160	Vending Machine Concessions	15,000	47,000	**50,000**
443180	Concession Penalty & Interest	300	300	**300**
452020	Recoveries & Refunds	1,000	500	**1,000**
452030	Miscellaneous Revenue	2,000	1,000	**2,000**
490080	Other Operating Transfers In	0	0	**843,200**
Total	**PRD-Financial Svcs.**	1,118,800	1,162,100	**2,045,900**
3600100001	**PRD-Houston Garden Center**			
426420	Building Space Rental Fees	16,700	16,700	**16,700**
452030	Miscellaneous Revenue	3,500	3,500	**3,500**
Total	**PRD-Houston Garden Center**	20,200	20,200	**20,200**
3600110001	**PRD-Golf Admin.**			
443030	Terminal Operation Agreement	175,000	175,000	**175,000**
3600110002	**PRD-ShrptownGolfCrse**			
426190	Golf Fees	740,000	785,000	**805,000**
426370	Training Services	400	400	**400**
442070	Other Rental Fees	345,000	333,000	**339,900**
443010	Temporary park Concessions	18,600	14,500	**16,500**
443040	Other Recreational Concessions	5,000	5,100	**5,700**
443190	Retail Concessions	51,000	41,000	**48,400**
452030	Miscellaneous Revenue	7,600	8,000	**8,000**
Total	**PRD-ShrptownGolfCrse**	1,167,600	1,187,000	**1,223,900**
3600110003	**PRD-Brock Golf Course**			
426190	Golf Fees	285,000	305,000	**307,000**
434215	Sale of Non-Capital Rolling Stock	1,000	1,000	**0**
434340	Cashier Overages	100	100	**100**
442070	Other Rental Fees	180,000	200,000	**210,000**
443010	Temporary park Concessions	10,000	6,500	**8,200**
443040	Other Recreational Concessions	8,600	6,500	**8,500**
443190	Retail Concessions	21,000	16,500	**18,500**
452020	Recoveries & Refunds	400	400	**0**
Total	**PRD-Brock Golf Course**	506,100	536,000	**552,300**
3600110004	**PRD-Gus Wortham Golf Course**			
426190	Golf Fees	360,000	390,000	**405,000**
434340	Cashier Overages	100	100	**100**
442070	Other Rental Fees	215,000	200,000	**205,000**
443010	Temporary park Concessions	11,500	8,500	**11,000**
443040	Other Recreational Concessions	32,000	33,200	**34,500**

Business Area Revenue Summary

Fund Name : Park Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

Commit Item	Description	FY2007 Budget	FY2007 Estimate	FY2008 Budget
443190	Retail Concessions	20,000	25,000	**25,000**
452030	Miscellaneous Revenue	100	100	**100**
Total	**PRD-Gus Wortham Golf Course**	638,700	656,900	**680,700**
3600110005	**PRD-Homer Ford Tennis Ctr**			
426180	Tennis Court Fees	20,600	17,600	**18,000**
426290	Other Service Charges	200	100	**200**
426370	Training Services	1,600	1,200	**1,200**
443190	Retail Concessions	2,500	1,200	**1,800**
Total	**PRD-Homer Ford Tennis Ctr**	24,900	20,100	**21,200**
3600110006	**PRD-Memorial Tennis Ctr**			
426180	Tennis Court Fees	64,000	70,000	**72,000**
426290	Other Service Charges	31,700	30,000	**31,000**
426370	Training Services	9,400	11,000	**11,500**
443020	Terminal Concession Agreements	18,000	18,000	**18,000**
443190	Retail Concessions	6,500	5,700	**6,500**
Total	**PRD-Memorial Tennis Ctr**	129,600	134,700	**139,000**
3600110007	**PRD-Lee LeClear Tennis Ctr**			
426180	Tennis Court Fees	52,900	48,000	**50,000**
426290	Other Service Charges	400	300	**400**
426370	Training Services	4,400	4,000	**4,400**
443190	Retail Concessions	6,300	4,100	**4,800**
Total	**PRD-Lee LeClear Tennis Ctr**	64,000	56,400	**59,600**
3600110008	**PRD-Memorial Fitness Ctr**			
426200	Aadmission and User Fees	20,000	20,000	**20,000**
426290	Other Service Charges	1,000	1,000	**1,000**
Total	**PRD-Memorial Fitness Ctr**	21,000	21,000	**21,000**
3600120001	**PRD-Memorial ProShop Admin.**			
426190	Golf Fees	1,410,000	1,540,000	**1,600,000**
426370	Training Services	20,000	22,500	**22,000**
434340	Cashier Overages	300	200	**100**
442070	Other Rental Fees	380,000	380,000	**405,000**
443020	Terminal Concession Agreements	92,000	93,000	**96,500**
443040	Other Recreational Concessions	490,000	496,000	**510,000**
443190	Retail Concessions	212,500	185,000	**209,000**
Total	**PRD-Memorial ProShop Admin.**	2,604,800	2,716,700	**2,842,600**
3600120002	**PRD-Memorial Course Maint.**			
434215	Sale of Non-Capital Rolling Stock	500	300	**500**
3600130001	**PRD-Ground Maint. Admin.**			
452030	Miscellaneous Revenue	30,000	8,000	**10,000**
3600140001	**PRD-Lake Houston**			
426200	Aadmission and User Fees	0	30,000	**30,000**
426430	Facility Rental Fees	0	10,000	**10,000**
Total	**PRD-Lake Houston**	0	40,000	**40,000**
Total	**Parks and Recreation**	6,501,200	6,734,400	**7,831,900**

Business Area Expenditure Summary

Fund Name : **Park Special Revenue Fund**
Business Area Name : **Parks and Recreation**
Fund No./Bus. Area No. : **2100 / 3600**

Commit Item	Description	FY2006 Unaudited	FY2007 Budget	FY2007 Estimate	**FY2008 Budget**
500010	Salary Base Pay - Civilian	2,258,043	2,373,272	2,439,526	**2,476,950**
500030	Salary Part Time - Civilian	266,484	377,273	384,865	**394,069**
500060	Overtime - Civilian	204,848	181,700	208,600	**177,400**
500090	Premium Pay - Civilian	14,498	1,500	13,900	**0**
500110	Bilingual Pay - Civilian	1,802	1,800	1,800	**1,808**
500180	Temporary Employees	38,338	49,218	0	**38,103**
500210	Pay for Performance-Muncipial	0	0	0	**49,538**
501070	Pension - Civilian	371,643	398,482	401,990	**391,357**
501120	Termination Pay - Civilian	33,979	0	1,400	**2,055**
502010	FICA - Civilian	207,439	232,539	222,199	**236,249**
503010	Health/Life Insurance - Active Civilian	449,965	507,740	509,309	**510,271**
503050	Health/Life Insurance - Retiree Civilian	127,213	30,000	137,900	**64,400**
503060	Long Term Disability	14,012	20,517	13,290	**13,090**
503090	Workers Compensation-Civilian-Admin	52,929	62,811	34,800	**27,876**
503100	Workers Compensation-Civilian-Clm	0	0	0	**29,877**
504020	Compensation Contingency	0	15,000	0	**0**
504030	Unemployment Claims	0	4,585	3,340	**3,202**
Total	**Personnel Services**	**4,041,193**	**4,256,437**	**4,372,919**	**4,416,245**
511010	Chemical Gases & Special Fluids	240,115	247,950	273,000	**258,000**
511015	Cleaning & Sanitary Supplies	16,341	23,400	19,600	**32,400**
511020	Construction Materials	38,635	69,100	54,900	**54,400**
511025	Electrical Hardware & Parts	405	1,700	12,000	**12,000**
511030	Mechanical Hardware & Parts	1,103	4,000	3,200	**3,100**
511035	Meters Hydrants & Plumbing Supplies	5,436	21,100	14,600	**15,500**
511040	Audiovisual Supplies	0	600	2,000	**2,000**
511045	Computer Supplies	0	1,200	900	**900**
511050	Paper & Printing Supplies	120	1,400	1,200	**1,000**
511055	Publications & Printed Materials	658	300	4,100	**4,100**
511060	Postage	0	300	600	**500**
511070	Miscellaneous Office Supplies	13,844	9,500	7,500	**7,600**
511080	General Laboratory Supplies	1,901	500	300	**300**
511085	Drugs & Medical Chemicals	0	0	800	**800**
511090	Medical & Surgical Supplies	0	700	400	**400**
511095	Small Technical & Scientific Equipment	789	1,500	1,000	**1,000**
511110	Fuel	41,418	62,500	49,000	**49,000**
511115	Vehicle Repair & Maintenance Supplies	35,559	75,200	50,900	**48,500**
511120	Clothing	10,987	74,400	71,400	**65,000**
511125	Food Supplies	0	0	1,300	**100**
511135	Recreational Supplies	35,089	49,900	61,058	**70,100**
511140	Landscaping & Gardening Supplies	125,452	169,000	167,500	**233,058**
511145	Small Tools & Minor Equipment	17,385	22,175	17,700	**22,200**
511150	Miscellaneous Parts & Supplies	107,296	37,700	95,800	**83,200**
511155	Inventory Sales	173,970	219,000	197,000	**193,500**
Total	**Supplies**	**866,503**	**1,093,125**	**1,107,758**	**1,158,658**
520101	Janitorial Services	25,727	42,200	25,500	**25,500**
520102	Security Services	184,107	208,900	214,800	**165,900**
520104	Claims Payment Services	0	57,000	5,000	**5,000**
520107	Computer Info/Contr	0	6,000	1,500	**1,500**
520109	Medical Dental & Laboratory Services	675	0	0	**0**

Business Area Expenditure Summary

Fund Name : **Park Special Revenue Fund**
Business Area Name : **Parks and Recreation**
Fund No./Bus. Area No. : **2100 / 3600**

Commit Item	Description	FY2006 Unaudited	FY2007 Budget	FY2007 Estimate	**FY2008 Budget**
520113	Photographic Services	96	100	100	**100**
520118	Refuse Disposal	14,959	17,400	25,600	**25,400**
520119	Computer Equipment/Software Maintenance	0	1,000	500	**500**
520120	Communications Equipment Services	41	600	600	**600**
520121	IT Application Svcs	2,477	3,800	3,000	**3,000**
520122	Office Equipment Services	0	300	100	**100**
520123	Vehicle & Motor Equipment Services	11,037	15,500	12,600	**12,600**
520124	Other Equipment Services	4,767	9,900	23,400	**23,700**
520127	Structural Construction Work Services	0	2,500	1,500	**1,500**
520146	Contract Instructor Sports	193,573	185,000	185,000	**185,000**
520510	Mail/Delivery Services	4,582	9,000	15,300	**15,300**
520515	Print Shop Services	0	100	100	**100**
520520	Printing & Reproduction Services	11,184	8,800	10,100	**12,000**
520605	Advertising Services	3,455	7,000	16,000	**16,000**
520705	Insurance Fees	8,537	4,600	4,400	**4,400**
520765	Membership & Professional Fees	1,736	5,400	4,700	**4,700**
520805	Education & Training	2,161	1,000	1,000	**1,000**
520905	Travel - Training Related	3,257	5,500	6,750	**6,750**
520910	Travel - Non-Training Related	0	3,250	3,900	**3,100**
521310	Small Diff. -GR/IR	0	0	1	**0**
521405	Building Maintenance Services	9,820	18,400	16,900	**16,900**
521410	Sewer Services	36,617	30,100	31,100	**31,100**
521415	Land and Grounds Maintenance	8,913	9,800	12,000	**12,000**
521420	Infrastructure Maintenance Service	0	100	0	**0**
521435	Water Services	5,735	4,400	5,400	**5,400**
521605	Data Services	19,515	6,500	6,600	**6,500**
521610	Voice Services	8,839	11,100	12,100	**12,800**
521705	Vehicle/Equipment Rental/Lease	386,361	391,200	407,400	**457,400**
521715	Office Equipment Rental	3,031	2,300	2,950	**3,000**
521725	Other Rental	14,343	21,420	24,500	**22,000**
522305	Freight Charges	0	100	600	**600**
522430	Miscellaneous Other Services & Charges	6,210	5,700	14,500	**9,500**
Total	**Other Services and Charges**	**971,755**	**1,095,970**	**1,095,501**	**1,090,950**
560210	Furniture Fixtures and Equipment	0	12,000	0	**843,200**
560220	Vehicles	0	235,639	235,639	**240,300**
560230	Computer HW and Developed SW	0	5,600	0	**0**
Total	**Equipment**	**0**	**253,239**	**235,639**	**1,083,500**
551010	Non-Capital Office Furniture & Equipment	0	(12,000)	0	**0**
551030	Non-Capital Machinery & Equipment	0	3,109	3,108	**0**
Total	**Non-Capital Equipment**	**0**	**(8,891)**	**3,108**	**0**
532035	Transf-Spec Nonrecr	291,541	93,000	93,000	**0**
Total	**Debt Service and Other Uses**	**291,541**	**93,000**	**93,000**	**0**
	Grand Total Expenditures	**6,170,992**	**6,782,880**	**6,907,925**	**7,749,353**