

FISCAL YEAR 2009 BUDGET

Fund Summary

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

	<u>FY2008 Current Budget</u>	<u>FY2008 Estimate</u>	<u>FY2009 Budget</u>
Beginning Fund Balance	3,748,242	3,748,242	3,329,643
Current Revenues	<u>7,831,900</u>	<u>7,841,300</u>	<u>7,374,000</u>
Total Available Resources	<u><u>11,580,142</u></u>	<u><u>11,589,542</u></u>	<u><u>10,703,643</u></u>
Maintenance and Operations	8,009,262	7,972,899	7,792,838
Transfer to Special Non-Recurring Projects	<u>287,000</u>	<u>287,000</u>	<u>425,000</u>
Total Expenditures	8,296,262	8,259,899	8,217,838
Planned Ending Fund Balance	<u>3,283,880</u>	<u>3,329,643</u>	<u>2,485,805</u>
Total Budget	<u><u>11,580,142</u></u>	<u><u>11,589,542</u></u>	<u><u>10,703,643</u></u>

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.

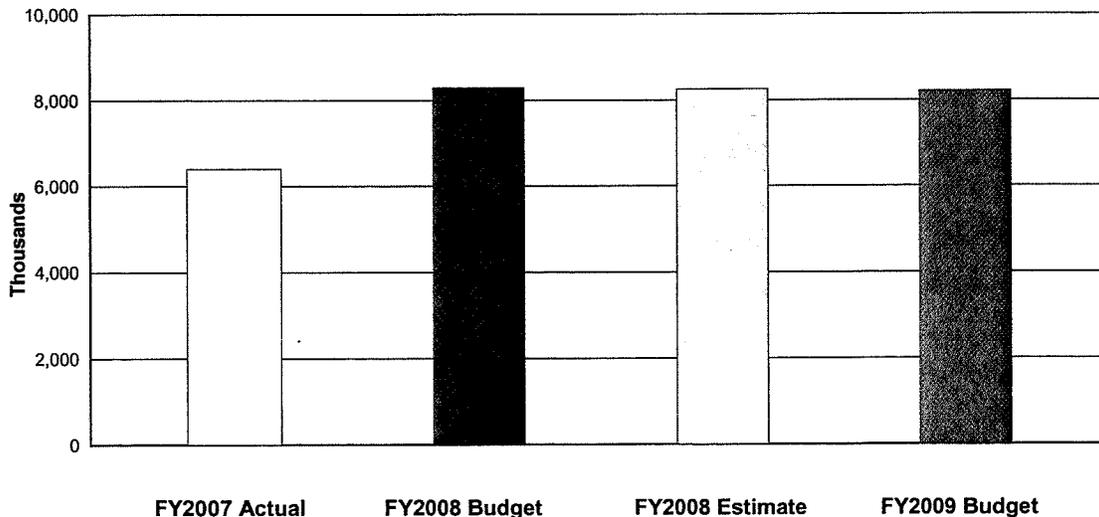
Presently, revenue-generating activities include, but are not limited to:

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

FISCAL YEAR 2009 BUDGET

Business Area Budget Summary					
Fund Name : Park Special Revenue Fund					
Business Area Name : Parks and Recreation					
Fund No./Bus. Area No. : 2100 / 3600					
		FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
Expenditures	Personnel Services	4,090,388	4,454,512	4,380,357	4,853,163
	Supplies	903,043	1,676,566	1,620,742	1,294,900
	Other Services and Charges	1,060,699	1,338,384	1,362,800	1,268,400
	Equipment	237,727	539,800	609,000	376,375
	Non-Capital Equipment	3,449	0	0	0
	Total M & O Expenditures	<u>6,295,306</u>	<u>8,009,262</u>	<u>7,972,899</u>	<u>7,792,838</u>
	Debt Service & Other Uses	<u>100,000</u>	<u>287,000</u>	<u>287,000</u>	<u>425,000</u>
	Total Expenditures	<u>6,395,306</u>	<u>8,296,262</u>	<u>8,259,899</u>	<u>8,217,838</u>
Revenues		7,263,823	7,831,900	7,841,300	7,374,000
Staffing	Full-Time Equivalents - Civilian	100.5	116.0	99.8	118.0
	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	<u>100.5</u>	<u>116.0</u>	<u>99.8</u>	<u>118.0</u>
	Full-Time Equivalents-Overtime	5.2	5.3	5.8	5.2
Budget Highlights	o Continue to provide well-maintained, attractive and safe golf and tennis facilities.				
	o Promote golf and tennis programs through the website, media, town hall meetings and citizens community base.				
	o Supplement summer programs cost by purchasing t-shirts, sponsoring field trips and day camping nature trips.				
	o Continue to increase revenues for the department through golf course revenue, ballfield rentals, concessionaire revenues and Lake Houston Park rentals.				
	o Enhance and strengthen existing public and private partnerships.				

**Park Special Revenue Fund
Parks and Recreation
Expenditure Summary**



FISCAL YEAR 2009 BUDGET

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
<p>360002 Revenue Administration</p> <p>Miscellaneous revenue generated at park facilities and at the Summer Enrichment Program are recognized in this division. Expenditures include chemicals and other herbicides for the upkeep of the ballfields; T-shirts for children and bus rentals during summer programs.</p>	<p>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. In FY2009, this function was moved to 360009 and 360013.</p> <p>Provide annualized programming for Adult Sports functions and activities, including citywide leagues.</p> <p>To encourage interest in all phases of gardening, 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.</p> <p>Maintain golf courses at championship caliber levels, provide competitively priced merchandise and amenities, conduct golf and tennis tournaments with instructional programs, monitor contract managed courses, and improve revenue opportunities.</p> <p>Maintain golf course at championship caliber level, provide competitively priced merchandise, range balls and amenities, schedule and conduct golf outings and events, and offer golf instructional programs.</p> <p>Ensure that the required trees for citywide developed commercial and multi-family properties are planted promptly to the specifications, and ensure timely collection of appropriate fees from property developers. Ensure proper maintenance of citywide ballfields.</p>
<p>360009 Recreation and Wellness</p> <p>Administer the operations of citywide fee-based Adult Sports programs.</p>	
<p>360010 Houston Garden Center</p> <p>The Houston Garden Center is a revenue-generated facility for garden clubs and plant societies.</p>	
<p>360011 Golf & Tennis Center</p> <p>Administer the operations of 4 golf courses and 3 tennis centers, and work with Parks Contract Compliance to oversee operations of 3 city golf courses under management contracts with private firms.</p>	
<p>360012 Memorial Golf Course</p> <p>Manage Memorial Golf Course, including the pro shop and practice facilities.</p>	
<p>360013 Greenspace Management</p> <p>Tree and Shrub Ordinance relating to tree planting requirements for commercial and family development and ballfield management.</p>	

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Group Activities	Budget FTEs	Group Costs \$	Group Activities	Budget FTEs	Group Costs \$	Group Activities	Budget FTEs	Group Costs \$
Adult Sport Team Rentals		836			1,028			N/A	
Private Youth Team Rentals		300			369			N/A	
		0.0	350,899		0.0	1,382,000		0.0	0
# of Teams Registered		1,291			1,400			1,500	
Total fees -rev. collected		\$326,887			\$343,350			\$350,000	
		0.0	0		0.0	21,242		0.0	335,000
Building rental revenue		13,000			13,000			13,700	
		0.0	4,957		0.0	10,200		0.0	15,200
Golf revenue generated		2,459,100			2,284,027			2,464,851	
Privatized golf course inspected		8			8			8	
Rounds of golf		112,600			100,000			106,575	
Tennis Cart court rentals		39,200			53,593			54,575	
		59.0	3,506,007		60.7	4,057,692		67.0	4,118,065
Rounds of golf		63,500			59,050			62,500	
Golf course revenue		2,716,700			2,845,538			2,983,750	
		41.5	2,434,210		39.1	2,778,765		51.0	3,408,073
Tree planted-Commercial Multi-family		N/A			N/A			10,000	
Ballfield maintained		N/A			10			10	
		0.0	(706)		0.0	10,000		0.0	316,400

FISCAL YEAR 2009 BUDGET

Business Area Group Summary

Fund Name : Park Special Revenue Fund
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Fund No./Bus. Area No. : 2100 / 3600

Group Description	Group Objectives
<p>360014 PRD - Lake Houston</p> <p>Lake Houston Park : A 4,800 acre of natural reserve land utilized by the public for overnight camping, outdoor recreation and natural resource-based-education.</p>	<p>Ensure that the park is properly managed and maintained to increase visitors' safety and enjoyment. Educate patrons on the wonders of nature and the importance of the preservation of nature.</p>

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Group Activities	Budget FTEs	Group Costs \$	Group Activities	Budget FTEs	Group Costs \$	Group Activities	Budget FTEs	Group Costs \$
Paid visitors		N/A			N/A			16,000	
Revenue		N/A			N/A			100,000	
		0.0	0		0.0	0		0.0	25,100
Total		<u>100.5</u>	<u>6,295,367</u>		<u>99.8</u>	<u>8,259,899</u>		<u>118.0</u>	<u>8,217,838</u>

FISCAL YEAR 2009 BUDGET

Fund Name : Park Special Revenue Fund
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Fund No./Bus Area No. : 2100 / 3600

JOB DESCRIPTION	PAY GRADE	FY2008 Current Budget FTE	FY2009 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	10.5	11.0	0.5
FIELD SUPERVISOR	17	3.0	4.0	1.0
GARDENER	8	3.0	3.0	
GROUNDSKEEPER	5	9.5	10.5	1.0
LABORER	4	13.0	14.0	1.0
MAINTENANCE MECHANIC I	8	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	2	1.5	1.5	
PARK MAINTENANCE SUPERVISOR	13	1.0	1.0	
RECREATION ASSISTANT	6	32.0	31.5	(0.5)
SECURITY OFFICER	8	2.0	1.5	(0.5)
SEMI-SKILLED LABORER	6	7.5	6.5	(1.0)
SENIOR CASHIER	10	6.0	6.5	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	118.0	2.0
Less adjustment for Civilian Vacancy Factor		0.0	0.0	0.0
Full-Time Equivalents		116.0	118.0	2.0

FISCAL YEAR 2009 BUDGET

Business Area Revenue Summary

Fund Name : Park Special Revenue Fund
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Commit Item	Description	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
3600020004	PRD-Financial Services			
421530	Special Event Permits	75,000	91,000	80,000
421540	Closed Use Permits	60,000	61,000	60,000
426170	Recreation Sports & Education Program	365,000	400,000	400,000
426200	Admission and User Fees	9,000	0	0
426420	Building Space Rental Fees	75,500	70,000	74,000
426440	Park Facility Use Fees	170,000	190,000	180,000
426450	Park Equipment Rental Fees	4,600	0	1,000
428080	Returned Check Charges	0	100	200
428090	Miscellaneous Fines & Forfeitures	300	0	0
432010	Interest on Pooled Investments	95,000	95,000	100,000
443010	Temporary park Concessions	40,000	56,000	50,000
443020	Terminal Concession Agreements	255,000	200,000	250,000
443160	Vending Machine Concessions	50,000	51,000	50,000
443180	Concession Penalty & Interest	300	300	300
452020	Recoveries & Refunds	1,000	0	500
452030	Miscellaneous Revenue	2,000	2,000	2,000
490080	Other Operating Transfers In	843,200	843,200	0
Total	PRD-Financial Services	2,045,900	2,059,600	1,248,000
3600100001	PRD-Houston Garden Center			
421540	Closed Use Permits	0	2,000	2,000
426420	Building Space Rental Fees	16,700	6,000	12,000
452030	Miscellaneous Revenue	3,500	3,000	3,500
Total	PRD-Houston Garden Center	20,200	11,000	17,500
3600110001	PRD-Golf Admin.			
443030	Terminal Operation Agreement	175,000	175,000	175,000
3600110002	PRD-ShrptownGolfCrse			
426190	Golf Fees	805,000	734,400	828,900
426370	Training Services	400	500	700
442070	Other Rental Fees	339,900	288,000	337,500
443010	Temporary park Concessions	16,500	13,500	15,400
443040	Other Recreational Concessions	5,700	6,400	7,000
443190	Retail Concessions	48,400	48,000	57,300
452030	Miscellaneous Revenue	8,000	6,300	6,500
Total	PRD-ShrptownGolfCrse	1,223,900	1,097,100	1,253,300
3600110003	PRD-Brock Golf Course			
426190	Golf Fees	307,000	305,900	309,800
434340	Cashier Overages	100	0	0
442070	Other Rental Fees	210,000	199,400	201,700
443010	Temporary park Concessions	8,200	7,400	3,300
443040	Other Recreational Concessions	8,500	5,000	5,500
443190	Retail Concessions	18,500	22,100	21,600
Total	PRD-Brock Golf Course	552,300	539,800	541,900
3600110004	PRD-Gus Wortham Golf Course			
426190	Golf Fees	405,000	400,800	405,600
434340	Cashier Overages	100	0	0
442070	Other Rental Fees	205,000	185,300	193,100
443010	Temporary park Concessions	11,000	9,400	10,300
443040	Other Recreational Concessions	34,500	33,400	36,500

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Commit Item	Description	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
443190	Retail Concessions	25,000	18,700	24,700
452030	Miscellaneous Revenue	100	0	0
Total	PRD-Gus Wortham Golf Course	680,700	647,600	670,200
3600110005	PRD-Homer Ford Tennis Ctr			
426180	Tennis Court Fees	18,000	19,000	19,200
426290	Other Service Charges	200	200	200
426370	Training Services	1,200	1,000	1,100
443190	Retail Concessions	1,800	1,200	1,400
Total	PRD-Homer Ford Tennis Ctr	21,200	21,400	21,900
3600110006	PRD-Memorial Tennis Ctr			
426180	Tennis Court Fees	72,000	172,800	175,900
426290	Other Service Charges	31,000	27,800	29,600
426370	Training Services	11,500	11,600	11,600
443020	Terminal Concession Agreements	18,000	18,000	18,000
443190	Retail Concessions	6,500	10,700	10,900
Total	PRD-Memorial Tennis Ctr	139,000	240,900	246,000
3600110007	PRD-Lee LeClear Tennis Ctr			
426180	Tennis Court Fees	50,000	54,700	55,800
426290	Other Service Charges	400	200	300
426370	Training Services	4,400	4,100	4,200
443190	Retail Concessions	4,800	4,200	4,400
Total	PRD-Lee LeClear Tennis Ctr	59,600	63,200	64,700
3600110008	PRD-Memorial Fitness Ctr			
426200	Aadmission and User Fees	20,000	18,500	20,000
426290	Other Service Charges	1,000	1,100	1,200
Total	PRD-Memorial Fitness Ctr	21,000	19,600	21,200
3600120001	PRD-Memorial ProShop Admin.			
426190	Golf Fees	1,600,000	1,550,100	1,641,300
426370	Training Services	22,000	24,200	24,000
434340	Cashier Overages	100	100	100
442070	Other Rental Fees	405,000	380,300	403,100
443020	Terminal Concession Agreements	96,500	106,300	115,000
443040	Other Recreational Concessions	510,000	583,200	585,900
443190	Retail Concessions	209,000	201,400	214,400
Total	PRD-Memorial ProShop Admin.	2,842,600	2,845,600	2,983,800
3600120002	PRD-Memorial Course Maint.			
434215	Sale of Non-Capital Rolling Stock	500	500	500
3600130001	PRD-Ground Maint. Admin.			
452030	Miscellaneous Revenue	10,000	50,000	40,000
3600140001	PRD-Lake Houston			
426200	Aadmission and User Fees	30,000	30,000	40,000
426430	Facility Rental Fees	10,000	40,000	50,000
Total	PRD-Lake Houston	40,000	70,000	90,000
Total	Parks and Recreation	7,831,900	7,841,300	7,374,000

FISCAL YEAR 2009 BUDGET

Business Area Expenditure Summary

Fund Name : Park Special Revenue Fund
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Commit Item	Description	FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
500010	Salary Base Pay - Civilian	2,327,395	2,515,217	2,462,945	2,722,289
500030	Salary Part Time - Civilian	302,155	394,069	463,381	489,424
500060	Overtime - Civilian	193,783	177,400	181,035	187,400
500090	Premium Pay - Civilian	13,948	0	14,081	14,376
500110	Bilingual Pay - Civilian	1,797	1,808	2,712	2,712
500180	Temporary Employees	0	38,103	0	0
500210	Pay for Performance-Municipal	0	49,538	0	0
501070	Pension - Civilian	373,617	391,357	384,772	404,262
501120	Termination Pay - Civilian	1,372	2,055	9,469	2,055
502010	FICA - Civilian	207,135	236,249	224,024	261,349
503010	Health Ins-Act Civilian	494,175	510,271	474,947	559,650
503015	Basic Life Insurance - Active Civilian	844	0	2,700	3,717
503050	Health/Life Insurance - Retiree Civilian	133,522	64,400	115,156	115,478
503060	Long Term Disability-Civilian	13,450	13,090	10,830	7,958
503090	Workers Compensation-Civilian-Admin	29,932	27,876	26,512	26,192
503100	Workers Compensation-Civilian-Cim	0	29,877	7,753	16,430
504020	Compensation Contingency	0	0	0	36,600
504030	Unemployment Claims	(2,737)	3,202	40	3,271
Total	Personnel Services	4,090,388	4,454,512	4,380,357	4,853,163
511010	Chemical Gases & Special Fluids	205,829	258,000	254,100	268,500
511015	Cleaning & Sanitary Supplies	21,153	32,400	39,600	40,200
511020	Construction Materials	27,909	54,400	54,200	63,300
511025	Electrical Hardware & Parts	9,052	23,500	33,700	7,100
511030	Mechanical Hardware & Parts	10,773	3,100	2,700	2,800
511035	Meters Hydrants & Plumbing Supplies	12,633	15,500	22,800	41,400
511040	Audiovisual Supplies	1,818	2,000	1,600	1,500
511045	Computer Supplies	0	900	500	1,100
511050	Paper & Printing Supplies	450	1,000	1,600	2,600
511055	Publications & Printed Materials	3,700	4,100	6,500	0
511060	Postage	232	500	300	500
511070	Miscellaneous Office Supplies	7,047	7,600	11,800	7,200
511080	General Laboratory Supplies	0	300	200	500
511085	Drugs & Medical Chemicals	612	800	300	100
511090	Medical & Surgical Supplies	67	400	400	400
511095	Small Technical & Scientific Equipment	46	3,061	2,400	2,000
511110	Fuel	58,107	75,000	79,600	92,300
511115	Vehicle Repair & Maintenance Supplies	37,434	212,449	215,100	57,100
511120	Clothing	66,652	57,000	55,600	42,500
511125	Food Supplies	1,655	100	0	0
511135	Recreational Supplies	71,297	389,142	384,742	101,000
511140	Landscaping & Gardening Supplies	62,920	228,058	130,500	212,300
511145	Small Tools & Minor Equipment	13,965	30,556	23,300	23,400
511150	Miscellaneous Parts & Supplies	122,513	83,200	112,000	82,900
511155	Inventory Sales	167,179	193,500	187,200	244,200
Total	Supplies	903,043	1,676,566	1,620,742	1,294,900
520100	Temporary Personnel Services	5,130	0	0	0
520101	Janitorial Services	20,292	25,500	21,200	29,000
520102	Security Services	215,238	184,500	183,000	132,700
520104	Claims Payment Services	0	5,000	0	5,000

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Commit Item	Description	FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
520107	Computer Info/Contr	2,650	1,500	900	900
520113	Photographic Services	0	100	0	0
520118	Refuse Disposal	11,085	25,400	29,300	30,500
520119	Computer Equipment/Software Maintenance	7,956	15,125	25,700	24,900
520120	Communications Equipment Services	(52)	600	300	400
520121	IT Application Svcs	8,702	3,000	20,100	15,600
520122	Office Equipment Services	0	100	0	100
520123	Vehicle & Motor Equipment Services	15,454	12,600	12,300	18,200
520124	Other Equipment Services	18,419	28,180	10,200	10,900
520127	Structural Construction Work Services	0	1,500	1,100	1,500
520128	Other Construction Work Services	0	0	0	35,000
520146	Contract Instructor Sports	172,180	175,000	175,000	185,000
520510	Mail/Delivery Services	13,838	15,300	18,100	19,800
520515	Print Shop Services	0	100	200	300
520520	Printing & Reproduction Services	6,781	12,000	17,000	17,800
520605	Advertising Services	17,300	16,000	20,900	19,500
520705	Insurance Fees	10,556	4,400	10,800	15,400
520765	Membership & Professional Fees	4,215	4,700	5,300	5,700
520805	Education & Training	50	1,000	200	100
520905	Travel - Training Related	4,349	6,750	1,000	8,900
520910	Travel - Non-Training Related	(436)	3,100	600	800
521405	Building Maintenance Services	5,529	131,900	126,500	10,800
521410	Sewer Services	27,776	92,500	96,600	78,200
521415	Land and Grounds Maintenance	20,557	34,729	35,500	9,300
521435	Water Services	5,369	5,400	5,000	4,600
521605	Data Services	3,818	6,500	6,500	5,500
521610	Voice Services	12,557	12,800	12,000	12,200
521615	Radio Communications	322	0	0	0
521705	Vehicle/Equipment Rental/Lease	405,768	478,000	477,100	502,400
521715	Office Equipment Rental	3,370	3,000	3,200	3,300
521725	Other Rental	16,047	22,000	24,300	24,600
522305	Freight Charges	1,318	600	1,800	1,400
522430	Miscellaneous Other Services & Charges	24,561	9,500	21,100	38,100
Total	Other Services and Charges	1,060,699	1,338,384	1,362,800	1,268,400
560210	Furniture Fixtures and Equipment	0	299,500	299,500	0
560220	Vehicles	237,727	240,300	309,500	376,375
Total	Equipment	237,727	539,800	609,000	376,375
551030	Non-Capital Machinery & Equipment	3,449	0	0	0
Total	Non-Capital Equipment	3,449	0	0	0
532035	Transf-Spec Nonrecr	100,000	287,000	287,000	425,000
Total	Debt Service and Other Uses	100,000	287,000	287,000	425,000
Grand Total Expenditures		6,395,306	8,296,262	8,259,899	8,217,838