Fund Summary

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

	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
Beginning Fund Balance	4,350,004	4,350,004	**3,422,076**
Current Revenues	7,645,100	7,390,900	**7,837,600**
Total Available Resources	11,995,104	11,740,904	**11,259,676**
Maintenance and Operations	8,484,475	8,318,828	**8,140,988**
Transfer to Special Non-Recurring Projects	425,000	0	**725,000**
Total Expenditures	8,909,475	8,318,828	**8,865,988**
Planned Ending Fund Balance	3,085,629	3,422,076	**2,393,688**
Total Budget	11,995,104	11,740,904	**11,259,676**

In 1981, City Council directed that revenues 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 parks revenue producing facilities, 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 center.
- Community center and ball field rentals.
- Adult sports league registrations.
- Youth summer enrichment programs.
- Park concessions.
- Lake Houston Wilderness Park Entrance and Reservations.

Business Area Budget Summary

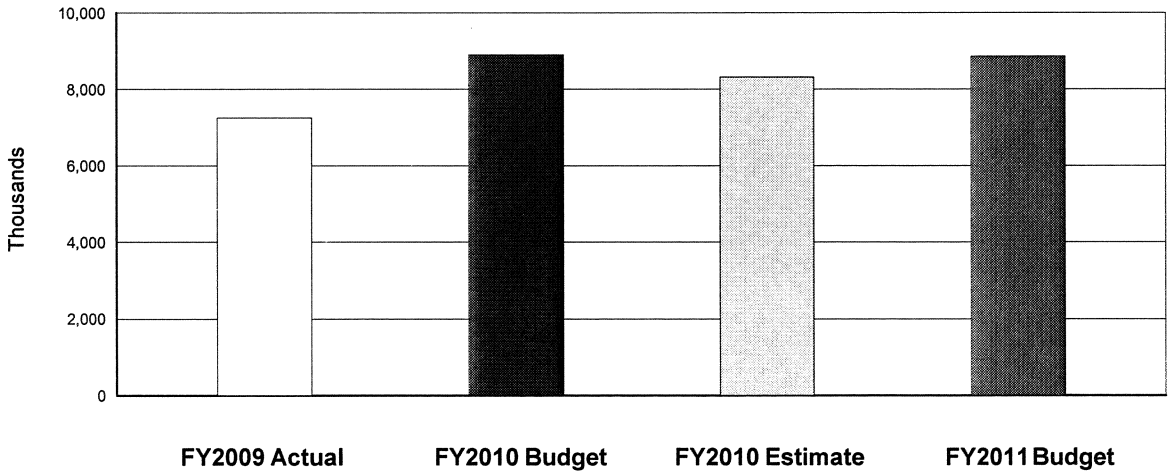
Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 2100 / 3600

		FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
Expenditures	Personnel Services	4,424,476	5,178,975	5,179,475	**5,096,480**
	Supplies	1,241,641	1,413,600	1,374,400	**1,540,275**
	Other Services and Charges	1,230,341	1,570,400	1,415,453	**1,504,233**
	Equipment	359,110	321,500	349,500	**0**
	Non-Capital Equipment	0	0	0	**0**
	Total M & O Expenditures	7,255,568	8,484,475	8,318,828	**8,140,988**
	Debt Service & Other Uses	0	425,000	0	**725,000**
	Total Expenditures	7,255,568	8,909,475	8,318,828	**8,865,988**
Revenues		7,782,343	7,645,100	7,390,900	**7,837,600**
Staffing	Full-Time Equivalents - Civilian	106.0	120.5	116.2	**115.5**
	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	106.0	120.5	116.2	**115.5**
	Full-Time Equivalents - Overtime	6.9	5.0	6.5	**6.8**

Significant Budget Changes and Highlights

- o The FY2011 Budget provides funding for the HOPE 3% increase ($84,023) and 1.25% Pay for Performance increase ($34,034).
- 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, and making improvements to Memorial Tennis Center.
- o Continue to increase revenues for the department through golf course revenue, ball field rentals, concessionaire revenues, and Lake Houston Park rentals.
- o Enhance and strengthen existing public and private partnerships.

Parks Special Revenue Fund
Parks and Recreation
Expenditure Summary



Business Area Group Summary

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

Group Description	Group Objectives
360009 Recreation and Wellness	
Administer the operations of citywide fee-based Adult Sports programs, pay sports officials and purchase recreational supplies for the Youth Enrichment Program.	Provide annualized recreational programs as well as Adult Sports functions and activities, including citywide leagues.
360010 Houston Garden Center	
The Houston Garden Center is a revenue-generated facility for garden clubs and plant societies. In FY2010, this function moved to Group 360015, Community Center Operations.	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.
360011 Golf & Tennis Center	
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.	Maintain golf courses at championship caliber levels, provide competitively priced merchandise and amenities, conduct golf, tennis tournaments and instructional programs, monitor contract managed courses, and improve revenue opportunities.
360012 Memorial Golf Course	
Manage Memorial Golf Course, including the pro shop and practice facilities.	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.
360013 Greenspace Management	
Tree and Shrub Ordinance relating to tree planting requirements for commercial and family development and ball field management.	Ensure citywide that the required trees for developed commercial and multi-family properties are planted promptly to the specification and ensure timely collection of appropriate fees from property developers. Ensure proper maintenance of citywide ballfields.
360014 PRD - Lake Houston	
A 4,800 acre of natural reserve land utilized by the public for overnight camping, outdoor recreation and natural resource-based-education.	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.

Business Area Group Summary

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

Performance Measures	FY2009 Actual			FY2010 Estimate			FY2011 Budget		
	Activities	FTEs	Costs $	Activities	FTEs	Costs $	Activities	FTEs	Costs $
Teams registered	1,500			1,500			1,600		
Total fees/revenue collected	350,000			360,000			370,000		
		0.0	309,619		0.0	480,000		0.0	550,000
Building rental revenue	13,700			N/A			N/A		
		0.0	19,545		0.0	0		0.0	0
Golf revenue generated	2,578,053			2,493,800			2,746,700		
Privatized golf courses annual inspections	8			8			8		
Rounds of golf	115,054			107,900			112,200		
Tennis court rentals	61,485			39,505			39,752		
		64.3	3,910,954		70.3	4,433,232		63.0	3,995,075
Rounds of golf	64,004			61,000			61,750		
Golf course revenue	3,024,065			2,998,000			3,111,500		
		41.7	2,749,331		45.9	3,005,396		52.5	3,520,813
Tree planted-commercial multi-family	10,000			10,000			10,000		
Ball fields maintained	10			10			10		
		0.0	241,119		0.0	316,400		0.0	666,400
Paid visitors	16,000			16,000			16,000		
Revenue	86,590			60,200			80,500		
		0.0	25,000		0.0	25,100		0.0	40,000

Business Area Group Summary

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

Group Description	Group Objectives
360015 PRD - Community Center Operations Community Center Operations includes Houston Garden Center and Memorial Park Fitness Center expenses for FY2011.	To encourage citizens to utilize the centers to promote natural resources and fitness programs. Houston Garden Center is rented to the public for a fee, and there is a membership fee charged at the fitness center.

Business Area Group Summary

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

Performance Measures	FY2009 Actual			FY2010 Estimate			FY2011 Budget		
	Activities	FTEs	Costs $	Activities	FTEs	Costs $	Activities	FTEs	Costs $
Building rental revenue	N/A			12,000			14,500		
		0.0	0		0.0	58,700		0.0	93,700
Total		106.0	7,255,568		116.2	8,318,828		**115.5**	**8,865,988**

Business Area Roster Summary

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

Job Description	Pay Grade	FY2010 Current Budget FTE	FY2011 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	2.0	(1.0)
CREW LEADER	11	2.0	2.0	
CUSTODIAN	4	0.5	0.5	
DIVISION MANAGER	29	1.0	1.0	
EQUIPMENT WORKER	13	11.0	10.0	(1.0)
FIELD SUPERVISOR	17	4.0	3.0	(1.0)
GARDENER	8	2.0	1.0	(1.0)
GROUNDSKEEPER	5	10.5	9.5	(1.0)
LABORER	4	13.0	12.0	(1.0)
MAINTENANCE MECHANIC I	8	0.5	0.5	
MAINTENANCE MECHANIC III	14	3.0	3.0	
MAINTENANCE SUPERVISOR	16	1.0	1.0	
MANAGEMENT ANALYST IV	25	1.0	1.0	
OFFICE SUPERVISOR	17	2.0	2.0	
PARK MAINTENANCE AIDE	4	1.5	1.5	
PARK MAINTENANCE SUPERVISOR	13	1.0	1.0	
RECREATION ASSISTANT	6	33.0	34.0	1.0
SECURITY OFFICER	8	2.0	2.0	
SEMI-SKILLED LABORER	6	7.5	7.5	
SENIOR CASHIER	10	6.5	6.5	
SENIOR SUPERINTENDENT	27	2.0	2.0	
SUPERINTENDENT	24	2.0	2.0	
TENNIS CENTER MANAGER	21	3.0	3.0	
Total FTEs		**120.5**	**115.5**	**(5.0)**
Less adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**120.5**	**115.5**	**(5.0)**

Business Area Revenue Summary

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

Commit Item	Description	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
3600020004	**PRD-Financial Services**			
421530	Special Event Permits	80,000	90,000	**90,000**
421540	Closed Use Permits	80,100	79,500	**80,100**
426170	Recreation Sports & Education Program	448,000	436,800	**434,400**
426420	Building Space Rental Fees	70,000	80,600	**79,000**
426440	Park Facility Use Fees	305,300	325,800	**333,800**
428080	Returned Check Charges	100	100	**100**
432010	Interest on Pooled Investments	150,000	110,000	**130,000**
434205	Sale of Scrap Metal	0	5,000	**6,000**
443010	Temporary park Concessions	50,000	41,500	**45,000**
443020	Terminal Concession Agreements	200,100	200,400	**201,000**
443160	Vending Machine Concessions	50,600	41,400	**42,000**
452030	Miscellaneous Revenue	1,000	300	**500**
Total	**PRD-Financial Services**	**1,435,200**	**1,411,400**	**1,441,900**
3600110001	**PRD-Golf Admin.**			
443030	Terminal Operation Agreement	182,800	162,600	**182,800**
3600110002	**PRD-ShrptownGolfCrse**			
426190	Golf Fees	865,000	836,000	**894,700**
426370	Training Services	500	900	**700**
442070	Other Rental Fees	370,000	360,800	**395,000**
443010	Temporary park Concessions	9,800	8,800	**9,800**
443040	Other Recreational Concessions	7,000	7,100	**7,300**
443190	Retail Concessions	57,700	54,500	**58,700**
452030	Miscellaneous Revenue	3,000	3,000	**3,000**
Total	**PRD-ShrptownGolfCrse**	**1,313,000**	**1,271,100**	**1,369,200**
3600110003	**PRD-Brock Golf Course**			
426190	Golf Fees	305,000	300,000	**385,600**
442070	Other Rental Fees	200,000	198,000	**221,900**
443010	Temporary park Concessions	4,300	3,300	**4,100**
443040	Other Recreational Concessions	5,500	5,600	**6,200**
443190	Retail Concessions	22,000	24,300	**26,100**
Total	**PRD-Brock Golf Course**	**536,800**	**531,200**	**643,900**
3600110004	**PRD-Gus Wortham Golf Course**			
426190	Golf Fees	415,000	416,000	**430,300**
442070	Other Rental Fees	210,000	207,200	**231,500**
443010	Temporary park Concessions	8,500	8,200	**8,900**
443040	Other Recreational Concessions	36,500	38,200	**38,600**
443190	Retail Concessions	22,000	21,900	**24,300**
Total	**PRD-Gus Wortham Golf Course**	**692,000**	**691,500**	**733,600**
3600110005	**PRD-Homer Ford Tennis Ctr**			
426180	Tennis Court Fees	21,000	20,200	**21,000**
426290	Other Service Charges	100	200	**200**
426370	Training Services	1,000	600	**800**
443190	Retail Concessions	1,200	2,100	**2,000**
Total	**PRD-Homer Ford Tennis Ctr**	**23,300**	**23,100**	**24,000**
3600110006	**PRD-Memorial Tennis Ctr**			
426180	Tennis Court Fees	85,000	80,800	**80,700**
426290	Other Service Charges	25,900	22,900	**22,000**
426370	Training Services	9,700	9,800	**9,800**
434340	Cashier Overages	100	100	**100**
443020	Terminal Concession Agreements	18,000	17,400	**18,000**
443190	Retail Concessions	10,000	8,300	**8,500**
Total	**PRD-Memorial Tennis Ctr**	**148,700**	**139,300**	**139,100**
3600110007	**PRD-Lee LeClear Tennis Ctr**			

Business Area Revenue Summary

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

Commit Item	Description	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
426180	Tennis Court Fees	60,000	63,000	**63,000**
426290	Other Service Charges	300	500	**500**
426370	Training Services	3,500	1,500	**2,000**
434340	Cashier Overages	100	0	**0**
443190	Retail Concessions	3,300	2,600	**2,800**
Total	**PRD-Lee LeClear Tennis Ctr**	**67,200**	**67,600**	**68,300**
3600120001	**PRD-Memorial ProShop Admin.**			
426190	Golf Fees	1,660,600	1,608,600	**1,675,300**
426370	Training Services	25,000	26,000	**26,000**
434340	Cashier Overages	100	100	**100**
442070	Other Rental Fees	400,000	401,400	**431,600**
443020	Terminal Concession Agreements	117,500	115,900	**118,600**
443040	Other Recreational Concessions	626,200	613,700	**630,700**
443190	Retail Concessions	238,100	231,800	**228,700**
Total	**PRD-Memorial ProShop Admin.**	**3,067,500**	**2,997,500**	**3,111,000**
3600120002	**PRD-Memorial Course Maint.**			
434215	Sale of Non-Capital Rolling Stock	500	500	**500**
3600130001	**PRD-Ground Maint. Admin.**			
452030	Miscellaneous Revenue	51,600	4,000	**6,000**
3600140001	**PRD-Lake Houston**			
426200	Admission and User Fees	40,000	21,000	**35,000**
426430	Facility Rental Fees	45,500	39,200	**45,500**
Total	**PRD-Lake Houston**	**85,500**	**60,200**	**80,500**
3600150040	**PRD-Houston Garden Center**			
421540	Closed Use Permits	2,000	1,000	**1,100**
426420	Building Space Rental Fees	16,500	12,000	**14,500**
452030	Miscellaneous Revenue	4,300	1,000	**3,000**
Total	**PRD-Houston Garden Center**	**22,800**	**14,000**	**18,600**
3600150041	**PRD-Memorial Fitness**			
426200	Admission and User Fees	17,000	15,900	**17,000**
426290	Other Service Charges	1,200	1,000	**1,200**
Total	**PRD-Memorial Fitness**	**18,200**	**16,900**	**18,200**
Total	**Parks and Recreation**	**7,645,100**	**7,390,900**	**7,837,600**

Business Area Expenditure Summary

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

Commit Item	Description	FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
500010	Salary Base Pay - Civilian	2,451,743	2,906,921	2,816,921	**2,781,899**
500030	Salary Part Time - Civilian	336,837	541,138	541,138	**598,299**
500060	Overtime - Civilian	310,655	191,800	281,800	**187,700**
500090	Premium Pay - Civilian	31,045	27,194	27,194	**26,179**
500110	Bilingual Pay - Civilian	2,712	2,722	2,722	**2,722**
500210	Pay for Performance-Municipal	4,000	0	0	**0**
501070	Pension - Civilian	362,710	421,013	421,013	**403,384**
501120	Termination Pay - Civilian	22,627	31,455	31,455	**31,455**
502010	FICA - Civilian	229,708	278,466	278,466	**275,174**
503010	Health Ins-Act Civilian	510,942	594,670	594,670	**572,872**
503015	Basic Life Insurance - Active Civilian	1,883	1,626	1,626	**1,636**
503050	Health/Life Insurance - Retiree Civilian	122,078	125,478	125,478	**125,478**
503060	Long Term Disability-Civilian	(710)	7,990	7,990	**7,395**
503090	Workers Compensation-Civilian-Admin	16,114	25,782	25,782	**24,768**
503100	Workers Compensation-Civilian-Claim	22,132	19,430	19,930	**20,230**
504020	Compensation Contingency	0	0	0	**34,034**
504030	Unemployment Claims	0	3,290	3,290	**3,255**
Total	**Personnel Services**	**4,424,476**	**5,178,975**	**5,179,475**	**5,096,480**
511010	Chemical Gases & Special Fluids	298,743	285,200	279,200	**283,700**
511015	Cleaning & Sanitary Supplies	33,776	39,200	39,200	**38,200**
511020	Construction Materials	42,609	74,100	59,100	**120,800**
511025	Electrical Hardware & Parts	27,831	6,100	6,100	**6,100**
511030	Mechanical Hardware & Parts	5,336	2,600	2,600	**2,600**
511035	Meters Hydrants & Plumbing Supplies	55,218	47,300	47,300	**46,400**
511040	Audiovisual Supplies	1,318	1,400	1,400	**1,400**
511045	Computer Supplies	1,907	1,000	1,000	**1,000**
511050	Paper & Printing Supplies	1,096	2,500	2,500	**2,500**
511055	Publications & Printed Materials	5,510	5,000	5,000	**5,000**
511060	Postage	40	500	500	**400**
511070	Miscellaneous Office Supplies	9,356	7,900	7,900	**7,900**
511080	General Laboratory Supplies	0	400	400	**400**
511085	Drugs & Medical Chemicals	0	100	100	**100**
511090	Medical & Surgical Supplies	421	800	800	**800**
511095	Small Technical & Scientific Equipment	0	1,500	1,500	**1,500**
511110	Fuel	73,114	94,800	83,300	**76,200**
511115	Vehicle Repair & Maintenance Supplies	64,966	51,000	51,900	**56,200**
511120	Clothing	25,197	72,000	72,000	**85,700**
511125	Food Supplies	360	100	100	**100**
511135	Recreational Supplies	119,620	150,300	150,300	**186,700**
511140	Landscaping & Gardening Supplies	130,906	199,400	199,400	**246,200**
511145	Small Tools & Minor Equipment	23,434	22,100	22,100	**21,900**
511150	Miscellaneous Parts & Supplies	68,852	71,500	63,900	**63,400**
511155	Inventory Sales	252,031	276,800	276,800	**285,075**
Total	**Supplies**	**1,241,641**	**1,413,600**	**1,374,400**	**1,540,275**
520101	Janitorial Services	21,282	30,500	30,500	**30,500**
520102	Security Services	162,460	120,800	120,800	**119,500**
520104	Claims Payment Services	0	5,000	5,000	**5,000**
520107	Computer Info/Contr	4,000	1,400	1,400	**1,400**
520110	Management Consulting Services	39,709	25,000	25,000	**0**
520112	Banking Services	656	0	0	**0**
520114	Miscellaneous Support Services	45,016	0	0	**0**
520118	Refuse Disposal	23,668	34,200	34,200	**33,400**

Business Area Expenditure Summary

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

Commit Item	Description	FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
520119	Computer Equipment/Software Maintenance	24,885	24,900	24,900	**24,900**
520120	Communications Equipment Services	458	0	0	**0**
520121	IT Application Svcs	2,210	15,600	1,950	**1,999**
520122	Office Equipment Services	0	100	100	**100**
520123	Vehicle & Motor Equipment Services	1,495	17,100	17,100	**15,400**
520124	Other Equipment Services	22,670	14,100	14,100	**10,300**
520127	Structural Construction Work Services	0	1,200	1,200	**1,200**
520128	Other Construction Work Services	86,900	15,000	15,000	**48,500**
520146	Contract Instructor Sports	171,032	200,000	200,000	**200,000**
520510	Mail/Delivery Services	19,983	24,000	24,000	**20,500**
520515	Print Shop Services	0	200	200	**200**
520520	Printing & Reproduction Services	2,960	16,600	16,600	**15,200**
520605	Advertising Services	15,681	18,700	18,700	**18,700**
520705	Insurance Fees	22,432	13,100	13,939	**12,421**
520765	Membership & Professional Fees	3,814	6,500	6,500	**6,400**
520805	Education & Training	3,190	200	200	**200**
520905	Travel - Training Related	1,944	11,300	11,300	**11,300**
520910	Travel - Non-Training Related	845	1,400	1,400	**1,400**
521405	Building Maintenance Services	11,399	244,500	118,500	**163,500**
521410	Sewer Services	32,629	67,600	67,600	**67,600**
521415	Land and Grounds Maintenance	21,245	8,100	8,100	**7,100**
521435	Water Services	2,244	4,600	4,600	**0**
521605	Data Services	791	5,500	773	**792**
521610	Voice Services	6,213	12,000	5,983	**4,933**
521620	Voice Equipment	8	0	8	**8**
521630	GIS Revolving Fund Services	0	0	0	**4,580**
521705	Vehicle/Equipment Rental/Lease	435,777	575,600	570,200	**511,000**
521715	Office Equipment Rental	7,226	5,700	5,700	**5,600**
521725	Other Rental	15,113	28,600	28,600	**24,100**
522305	Freight Charges	7,984	7,700	7,700	**7,400**
522410	Cashier Shortages	100	0	0	**0**
522430	Miscellaneous Other Services & Charges	12,322	13,600	13,600	**32,100**
Total	**Other Services and Charges**	**1,230,341**	**1,570,400**	**1,415,453**	**1,353,233**
560220	Vehicles	359,110	321,500	349,500	**0**
Total	**Equipment**	**359,110**	**321,500**	**349,500**	**0**
532035	Transf-Spec Nonrecr	0	425,000	0	**725,000**
Total	**Debt Service and Other Uses**	**0**	**425,000**	**0**	**725,000**
	Grand Total Expenditures	**7,255,568**	**8,909,475**	**8,318,828**	**8,405,730**