

FISCAL YEAR 2014 BUDGET

Fund Summary

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

	<u>FY2013 Current Budget</u>	<u>FY2013 Estimate</u>	<u>FY2014 Budget</u>
Beginning Fund Balance	4,866,452	4,866,452	5,131,887
Current Revenues	<u>1,974,000</u>	<u>2,229,000</u>	<u>2,027,300</u>
Total Available Resources	<u><u>6,840,452</u></u>	<u><u>7,095,452</u></u>	<u><u>7,159,187</u></u>
Maintenance and Operations	1,963,565	1,963,565	2,251,504
Transfer to Special Non-Recurring Projects	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	1,963,565	1,963,565	2,251,504
Planned Ending Fund Balance	<u>4,876,887</u>	<u>5,131,887</u>	<u>4,907,683</u>
Total Budget	<u><u>6,840,452</u></u>	<u><u>7,095,452</u></u>	<u><u>7,159,187</u></u>

Fund Balance Distribution:

Non-Spendable	0	0	0
Restricted	4,876,887	5,131,887	4,907,683
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2013 Current Budget, the FY2013 Estimate and the FY2014 Budget for the Parks Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

In 1981, City Council directed that revenues from revenue generating activities should be deposited in a "Parks 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:

- . 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 fees, cabin rentals, and campsite reservations

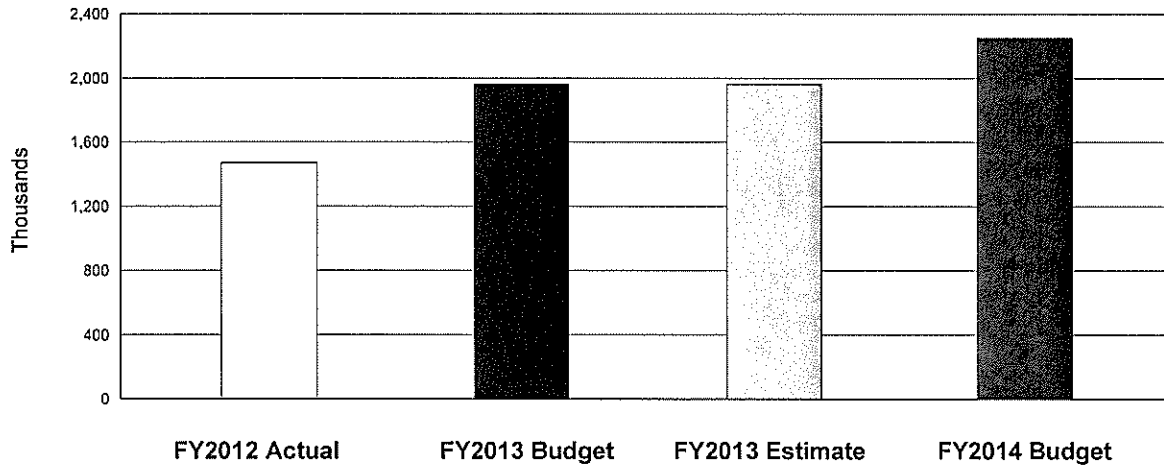
FISCAL YEAR 2014 BUDGET

Business Area Budget Summary

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

		FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
Expenditures	Personnel Services	414,449	481,348	481,348	516,465
	Supplies	261,579	579,000	579,000	578,600
	Other Services and Charges	721,710	903,217	903,217	1,156,439
	Total M & O Expenditures	1,397,738	1,963,565	1,963,565	2,251,504
	Debt Service & Other Uses	72,647	0	0	0
	Total Expenditures	1,470,385	1,963,565	1,963,565	2,251,504
Revenues		1,592,254	1,974,000	2,229,000	2,027,300
Staffing	Full-Time Equivalents - Civilian	15.0	10.5	10.5	10.5
	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	15.0	10.5	10.5	10.5
	Full-Time Equivalents - Overtime	3.9	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.				
	o Promote tennis programs through the website, media, town hall meetings, and citizens community base.				
	o Continue to provide well-maintained, attractive and safe tennis facilities.				
	o Supplement summer programs budgeted by purchasing t-shirts, sponsoring field trips and day camping nature trips, and making improvements to Memorial Tennis Center.				
	o The easement payment of \$250,000 for Lake Houston Wilderness Park assists with the operational and and maintenance costs for this location.				
	o Continue to enhance and strengthen existing public and private partnerships.				

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



FISCAL YEAR 2014 BUDGET

Business Area Performance Measures					
Fund Name : Parks Special Revenue Fund Business Area Name : Parks and Recreation Fund No./Bus Area No. : 2100 / 3600					
Customer Measures	Priorities	FY2012 Actual	FY2013 Budget	FY2013 Estimate	FY2014 Budget
Adult, Youth & Private Leagues	Q	1,300	1,383	1,360	1,445
Tennis Court Rentals	Q	48,609	43,835	44,507	44,507
Adult Practice/Community Centers	Q	N/A	3,732	3,682	5,002
Adaptive Recreation	Q	N/A	255	186	345
Cabin Lodge/Lakeside Cabin/Dining Hall	Q	N/A	431	407	443
Temporary Park/Vendor Concessions	Q	N/A	437	420	444
Business Process Measures					
Level 1 Ballfield Preparation Cycle	P,I	7.0	7.0	7.0	7.0
People and Technology Measures					
Financial Measures					
Expenditures Budget vs Actual Utilization	F	73%	98%	100%	98%
Revenues Budget vs Actual Utilization	F	89%	100%	113%	100%
Adult, Youth & Private Leagues Rentals	F	\$539,400	\$269,128	\$266,368	\$279,064
Tennis Court Rentals	F	\$202,765	\$185,400	\$190,000	\$190,000
Adult Practice/Community Center Rentals	F	N/A	\$74,640	\$73,640	\$100,000
Adaptive Recreation Rental	F	N/A	\$16,575	\$12,090	\$22,425
Cabin Lodge/Lakeside Cabin/Dining Hall Rental	F	N/A	\$84,600	\$80,900	\$86,500
Temporary Park/Vendor Concessions Rental	F	N/A	\$46,505	\$45,000	\$51,190
Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I) Fiscal Responsibility (F) Quality of Life (Q)					

FISCAL YEAR 2014 BUDGET

Division Summary						
Fund Name : Parks Special Revenue Fund Business Area Name : Parks and Recreation Fund No./Bus Area No. : 2100 / 3600						
Division Description	FY2012 Actual		FY2013 Estimate		FY2014 Budget	
	FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
Recreation and Wellness 360009 Administer the operations of citywide fee-based Adult Sports programs, pay sports officials and purchase recreational supplies.	0.0	477,285	0.0	240,500	0.0	234,500
Tennis Centers 360011 Oversee the operations of three tennis centers and to achieve the utmost performance and customer service.	15.0	577,850	10.5	653,865	10.5	690,490
Greenspace Management 360013 The division offers cyclical ground maintenance of COH parks, sports fields, trails, trees, libraries, multipurpose centers, esplanades and other natural resources. Control invasive plants species and make available emergency services during disasters. FY14 Budget includes \$250k from easement payment to Lake Houston Wildlife Park for renovation and maintenance.	0.0	404,340	0.0	755,950	0.0	1,010,900
PRD - Community Center Operations 360015 Community Center Operations includes Houston Garden Center and Memorial Park Fitness Center expenses, such as t-shirts, recreational supplies, etc. The Summer Programs as well as transportation service expenses are included in this Division.	0.0	10,910	0.0	313,250	0.0	315,614
Total	15.0	1,470,385	10.5	1,963,565	10.5	2,251,504

FISCAL YEAR 2014 BUDGET

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	FY2013 Current Budget FTE	FY2014 Budget FTE	Change
ASSISTANT TENNIS CENTER MANAGER	17	1.0	1.0	
LABORER	4	1.0	1.0	
RECREATION ASSISTANT	6	5.5	5.5	
RECREATION FACILITY MANAGER	20	2.0	2.0	
TENNIS CENTER MANAGER	21	1.0	1.0	
Total FTEs		10.5	10.5	0.0
Less adjustment for Civilian Vacancy Factor		0.0	0.0	0.0
Full-Time Equivalents		10.5	10.5	0.0

FISCAL YEAR 2014 BUDGET

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	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
3600020004	PRD-Financial Services			
421530	Special Event Permits	100,000	100,000	100,000
428080	Returned Check Charges	100	0	100
432010	Interest on Pooled Investments	90,000	60,000	70,000
434205	Sale of Scrap Metal	7,000	7,500	8,000
443020	Terminal Concession Agreements	240,000	235,000	240,000
443160	Vending Machine Concessions	42,000	42,000	42,000
452030	Miscellaneous Revenue	500	5,000	3,000
Total	PRD-Financial Services	479,600	449,500	463,100
3600090002	PRD-Park Fac. Permit			
421540	Closed Use Permits	92,900	100,000	102,200
426170	Recreation Sports & Education Program	13,500	11,000	14,900
426440	Park Facility Use Fees	344,600	340,000	379,100
443010	Temporary park Concessions	46,500	45,000	51,200
Total	PRD-Park Fac. Permit	497,500	496,000	547,400
3600090003	PRD-AdultSportsPrgm			
426170	Recreation Sports & Education Program	370,600	347,500	352,900
3600090012	PRD-Adaptive Recreation			
426420	Building Space Rental Fees	16,600	12,100	22,400
3600110005	PRD-Homer Ford Tennis Ctr			
426180	Tennis Court Fees	21,500	23,000	23,000
426290	Other Service Charges	300	300	300
426370	Training Services	800	900	1,000
443190	Retail Concessions	2,000	1,800	2,000
Total	PRD-Homer Ford Tennis Ctr	24,600	26,000	26,300
3600110006	PRD-Memorial Tennis Ctr			
426180	Tennis Court Fees	89,600	90,000	90,000
426290	Other Service Charges	21,800	21,800	21,800
426370	Training Services	14,000	16,000	16,000
434340	Cashier Overages	100	100	100
443020	Terminal Concession Agreements	18,000	18,000	18,000
443190	Retail Concessions	8,400	8,400	8,400
Total	PRD-Memorial Tennis Ctr	151,900	154,300	154,300
3600110007	PRD-Lee LeClear Tennis Ctr			
426180	Tennis Court Fees	74,300	77,000	77,000
426290	Other Service Charges	600	600	600
426370	Training Services	2,300	1,800	1,800
443190	Retail Concessions	2,300	1,500	2,000
Total	PRD-Lee LeClear Tennis Ctr	79,500	80,900	81,400
3600120002	PRD-Memorial Course Maint.			
434215	Sale of Non-Capital Rolling Stock	500	0	500
3600130001	PRD-Ground Maint. Admin.			
452030	Miscellaneous Revenue	5,200	47,600	24,000
3600130021	PRD - Lake Houston			
426170	Recreation Sports & Education Program	5,000	2,100	5,000
426200	Admission and User Fees	34,000	39,000	43,500
426430	Facility Rental Fees	84,600	80,900	86,500
442060	Grounds Rental Fees	0	257,000	4,500
443040	Other Recreational Concessions	4,800	0	0
Total	PRD - Lake Houston	128,400	379,000	139,500
3600150001	PRD-Community Center Administration			
426170	Recreation Sports & Education Program	100,000	110,000	110,000
426420	Building Space Rental Fees	82,800	84,300	86,100
Total	PRD-Community Center Administration	182,800	194,300	196,100

FISCAL YEAR 2014 BUDGET

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	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
3600150040	PRD-Houston Garden Center			
421540	Closed Use Permits	1,100	1,700	0
426420	Building Space Rental Fees	12,900	16,000	0
452030	Miscellaneous Revenue	4,100	4,500	0
Total	PRD-Houston Garden Center	18,100	22,200	0
3600150041	PRD-Memorial Fitness			
426200	Admission and User Fees	17,500	18,100	18,200
426290	Other Service Charges	1,200	1,500	1,200
Total	PRD-Memorial Fitness	18,700	19,600	19,400
Total	Parks and Recreation	1,974,000	2,229,000	2,027,300

FISCAL YEAR 2014 BUDGET

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	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
500010	Salary Base Pay - Civilian	250,275	263,455	245,831	274,661
500030	Salary Part Time - Civilian	38,425	70,798	70,798	86,508
500060	Overtime - Civilian	16	300	300	300
500090	Premium Pay - Civilian	1,913	1,704	1,704	1,704
500110	Bilingual Pay - Civilian	0	904	904	904
501070	Pension - Civilian	45,309	56,378	56,378	62,321
501120	Termination Pay - Civilian	0	0	13,500	0
502010	FICA - Civilian	23,564	25,794	25,794	27,854
503010	Health Ins-Act Civilian	44,000	51,300	54,424	51,441
503015	Basic Life Insurance - Active Civilian	149	154	154	211
503050	Health/Life Insurance - Retiree Civilian	7,939	5,744	6,744	5,744
503060	Long Term Disability-Civilian	692	680	680	680
503090	Workers Compensation-Civilian-Admin	2,167	2,557	2,557	2,557
503100	Workers Compensation-Civilian-Claim	0	1,300	1,300	1,300
504030	Unemployment Claims - Administration	0	280	280	280
Total	Personnel Services	414,449	481,348	481,348	516,465
511010	Chemical Gases & Special Fluids	38,590	115,300	115,300	115,200
511015	Cleaning & Sanitary Supplies	15,618	23,100	23,100	23,200
511020	Construction Materials	19,277	52,000	52,000	52,000
511025	Electrical Hardware & Parts	884	4,600	14,700	3,100
511030	Mechanical Hardware & Parts	51	1,000	4,050	1,000
511035	Meters Hydrants & Plumbing Supplies	9,268	15,400	15,400	15,400
511045	Computer Supplies	2,800	300	300	300
511050	Paper & Printing Supplies	90	300	300	300
511070	Miscellaneous Office Supplies	1,152	800	2,300	900
511090	Medical & Surgical Supplies	15	200	750	200
511115	Vehicle Repair & Maintenance Supplies	(95)	300	300	0
511120	Clothing	25,412	54,300	54,300	56,400
511135	Recreational Supplies	85,633	88,200	88,200	87,900
511140	Landscaping & Gardening Supplies	53,504	200,000	184,800	200,000
511145	Small Tools & Minor Equipment	381	5,700	5,700	5,700
511150	Miscellaneous Parts & Supplies	1,978	8,900	8,900	8,400
511155	Inventory Sales	7,877	8,600	8,600	8,600
Total	Supplies	261,579	579,000	579,000	578,600
520101	Janitorial Services	23,253	33,900	33,900	35,100
520102	Security Services	601	2,700	2,700	2,800
520106	Architectural Services	20,150	0	0	0
520108	Information Resource Services	0	6,800	6,800	6,800
520110	Management Consulting Services	280	0	0	0
520112	Banking Services	1,592	250	5,350	2,100
520114	Miscellaneous Support Services	28,341	35,200	35,200	34,200
520118	Refuse Disposal	3,809	5,100	5,100	5,300
520124	Other Equipment Services	0	400	400	400
520126	Construction Site Work Services	185,000	250,000	250,000	500,000
520128	Other Construction Work Services	2,829	6,000	6,000	5,000
520146	Contract Instructor Sports	211,872	213,000	213,000	207,000
520510	Mail/Delivery Services	10,163	9,592	11,092	10,300
520515	Print Shop Services	690	0	0	0
520520	Printing & Reproduction Services	0	200	200	200
520705	Insurance Fees	2,164	2,523	2,523	2,773
520755	Contingency	0	9,300	9,300	9,300
520765	Membership & Professional Fees	18,825	20,500	20,500	20,500

FISCAL YEAR 2014 BUDGET

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	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
520805	Education & Training	160	0	0	0
520905	Travel - Training Related	(318)	0	900	400
520910	Travel - Non-Training Related	6	300	300	500
521405	Building Maintenance Services	54,395	97,400	97,400	96,200
521415	Land and Grounds Maintenance	1,396	0	0	0
521610	Voice Services	38	2,058	2,058	406
521620	Voice Equipment	0	0	0	923
521625	Voice Labor	448	0	0	1,170
521630	GIS Revolving Fund Services	0	0	0	595
521705	Vehicle/Equipment Rental/Lease	120,996	159,100	159,100	165,100
521715	Office Equipment Rental	0	200	200	200
521725	Other Rental	3,900	6,858	6,858	5,400
522430	Miscellaneous Other Services & Charges	28,160	34,500	27,000	34,500
522721	Interfund HR Client Services	2,940	7,300	7,300	8,815
522722	KRONOS Service Chargeback	20	36	36	457
Total	Other Services and Charges	721,710	903,217	903,217	1,156,439
532035	Transf-Spec Nonrecr	72,647	0	0	0
Total	Debt Service and Other Uses	72,647	0	0	0
Grand Total Expenditures		1,470,385	1,963,565	1,963,565	2,251,504