

FISCAL YEAR 2014 BUDGET

Fund Summary

Fund Name : Parks Golf Special Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 2104 / 3600

	<u>FY2013 Current Budget</u>	<u>FY2013 Estimate</u>	<u>FY2014 Budget</u>
Beginning Fund Balance	369,030	369,030	472,145
Current Revenues	<u>6,205,600</u>	<u>6,044,725</u>	<u>6,134,600</u>
Total Available Resources	<u><u>6,574,630</u></u>	<u><u>6,413,755</u></u>	<u><u>6,606,745</u></u>
Maintenance and Operations	5,941,610	5,941,610	6,174,327
Total Expenditures	<u>5,941,610</u>	<u>5,941,610</u>	<u>6,174,327</u>
Planned Ending Fund Balance	<u>633,020</u>	<u>472,145</u>	<u>432,418</u>
Total Budget	<u><u>6,574,630</u></u>	<u><u>6,413,755</u></u>	<u><u>6,606,745</u></u>
Fund Balance Distribution:			
Non-Spendable	0	0	0
Restricted	633,020	472,145	432,418
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 Golf Special Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Parks Golf Special Fund was created with a zero beginning fund balance to receive all City revenues derived from all city-owned golf facilities, whether operated by the City or Private entities, including all related concession fees, to be used exclusively for the maintenance, operation and improvements of any or all of such golf courses.

These funds are used for repairs, replacement and renovations of golf revenue producing facilities.

These funds are also used for maintaining equipment and operational activities at golf revenue producing facilities.

FISCAL YEAR 2014 BUDGET

Business Area Budget Summary

Fund Name : Parks Golf Special Fund
 Business Area Name : Parks and Recreation
 Fund No./Bus. Area No. : 2104 / 3600

		FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
Expenditures	Personnel Services	3,722,819	4,119,486	4,119,486	4,219,134
	Supplies	834,579	857,129	857,129	950,859
	Other Services and Charges	875,865	964,995	964,995	1,004,334
	Total M & O Expenditures	5,433,263	5,941,610	5,941,610	6,174,327
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	5,433,263	5,941,610	5,941,610	6,174,327

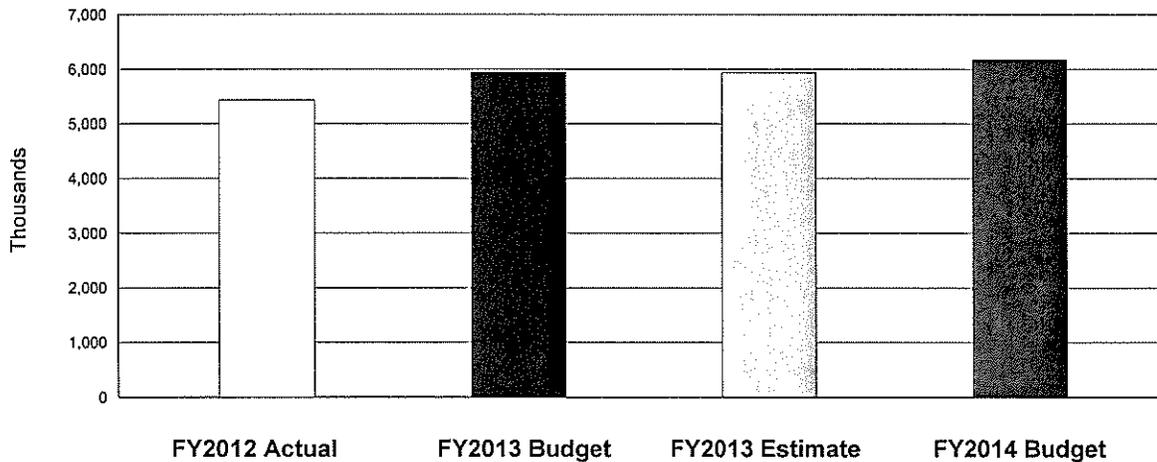
Revenues		5,802,293	6,205,600	6,044,725	6,134,600
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Staffing	Full-Time Equivalents - Civilian	62.8	76.0	76.0	80.5
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	62.8	76.0	76.0	80.5
	Full-Time Equivalents - Overtime	3.9	4.4	4.4	4.4

Significant Budget Changes and Highlights

- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- o The Parks Golf Special Revenue Fund 2104 was created in FY2012 to separate the golf courses activities from the existing Parks Special Revenue Fund 2100 and to create a self-sustaining Golf Fund.
- o Continue to provide well-maintained, attractive and safe golf courses.
- o Resurfacing the existing greens at Sharpstown Golf Course.

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



FISCAL YEAR 2014 BUDGET

Division Summary						
Fund Name : Parks Golf Special Fund Business Area Name : Parks and Recreation Fund No./Bus Area No. : 2104 / 3600						
Division Description	FY2012 Actual		FY2013 Estimate		FY2014 Budget	
	FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
PRD - Golf Courses 360011 Administer the operations and maintenance of City operated and privatized golf courses to achieve the highest standard both in performance and customer service. COH operated Golf Courses in this group are; Sharpstown, Brock and Gus Wortham whereas, privatized includes Glenbrook, Melrose and Hermann Park Golf Courses.	32.0	2,810,387	38.0	3,093,774	42.0	3,262,062
PRD - Memorial Golf Courses 360012 Manage the operation and maintenance of the City's premier Memorial golf course; including the Pro Shop, customer service staff, driving range, and practice facilities.	30.8	2,622,876	38.0	2,847,836	38.5	2,912,265
Total	62.8	5,433,263	76.0	5,941,610	80.5	6,174,327

FISCAL YEAR 2014 BUDGET

Business Area Roster Summary

Fund Name : Parks Golf Special Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2104 / 3600

Job Description	Pay Grade	FY2013 Current Budget FTE	FY2014 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	
ADMINISTRATIVE SPECIALIST	20	2.0	2.0	
ASSISTANT SUPERINTENDENT	20	3.0	4.0	1.0
CREW LEADER	11	2.0	2.0	
DIVISION MANAGER	29	1.0	1.0	
EQUIPMENT WORKER	13	7.0	6.0	(1.0)
FIELD SUPERVISOR	17	3.0	3.0	
GARDENER	8	1.0	1.0	
GROUNDSKEEPER	5	8.0	10.0	2.0
LABORER	4	8.0	9.0	1.0
MAINTENANCE MECHANIC III	14	3.0	2.0	(1.0)
MAINTENANCE SUPERVISOR	16	1.0	1.0	
MANAGEMENT ANALYST III	21	1.0	1.0	
OFFICE SUPERVISOR	17	2.0	1.0	(1.0)
PARK MAINTENANCE AIDE	4	0.5	0.5	
RECREATION ASSISTANT	6	21.5	22.0	0.5
SECURITY OFFICER	8	1.0	1.0	
SEMI-SKILLED LABORER	6	5.0	5.0	
SENIOR CASHIER	10	5.0	4.0	(1.0)
SENIOR SUPERINTENDENT	27	2.0	2.0	
SUPERINTENDENT	24	2.0	2.0	
Total FTEs		80.0	80.5	0.5
Less adjustment for Civilian Vacancy Factor		4.0	0.0	(4.0)
Full-Time Equivalents		76.0	80.5	4.5

FISCAL YEAR 2014 BUDGET

Business Area Revenue Summary

Fund Name : Parks Golf Special Fund
 Business Area Name : Parks and Recreation
 Fund No./Bus Area No. : 2104 / 3600

Commit Item	Description	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
3600110001	PRD-Golf Admin.			
428080	Returned Check Charges	0	25	0
432010	Interest on Pooled Investments	5,000	5,000	5,000
443030	Terminal Operation Agreement	261,000	275,000	240,000
Total	PRD-Golf Admin.	266,000	280,025	245,000
3600110002	PRD-ShrptownGolfCrse			
426190	Golf Fees	954,700	934,300	954,700
426370	Training Services	1,800	1,600	1,800
442070	Other Rental Fees	348,200	333,700	348,200
443010	Temporary park Concessions	3,700	0	3,700
443040	Other Recreational Concessions	8,300	9,900	8,300
443190	Retail Concessions	53,500	53,200	53,500
452030	Miscellaneous Revenue	4,100	1,100	4,100
Total	PRD-ShrptownGolfCrse	1,374,300	1,333,800	1,374,300
3600110003	PRD-Brock Golf Course			
426190	Golf Fees	348,100	291,900	318,100
426370	Training Services	0	400	0
442070	Other Rental Fees	172,000	135,100	152,000
443010	Temporary park Concessions	1,400	0	1,400
443040	Other Recreational Concessions	7,400	6,500	7,400
443190	Retail Concessions	21,100	12,700	21,100
Total	PRD-Brock Golf Course	550,000	446,600	500,000
3600110004	PRD-Gus Wortham Golf Course			
426190	Golf Fees	470,100	467,700	470,100
426370	Training Services	1,000	500	1,000
442070	Other Rental Fees	216,000	211,600	216,000
443010	Temporary park Concessions	1,900	0	1,900
443040	Other Recreational Concessions	44,100	41,900	44,100
443190	Retail Concessions	22,500	18,600	22,500
Total	PRD-Gus Wortham Golf Course	755,600	740,300	755,600
3600120001	PRD-Memorial ProShop Admin.			
426190	Golf Fees	1,823,000	1,777,900	1,823,000
426370	Training Services	36,200	33,700	36,200
434340	Cashier Overages	100	100	100
442070	Other Rental Fees	425,000	404,500	425,000
443020	Terminal Concession Agreements	129,400	127,900	129,400
443040	Other Recreational Concessions	617,400	659,200	617,400
443190	Retail Concessions	228,600	240,700	228,600
Total	PRD-Memorial ProShop Admin.	3,259,700	3,244,000	3,259,700
Total	Parks and Recreation	6,205,600	6,044,725	6,134,600

FISCAL YEAR 2014 BUDGET

Business Area Expenditure Summary

Fund Name : Parks Golf Special Fund
 Business Area Name : Parks and Recreation
 Fund No./Bus. Area No. : 2104 / 3600

Commit Item	Description	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
500010	Salary Base Pay - Civilian	2,025,267	2,114,117	2,002,463	2,120,662
500030	Salary Part Time - Civilian	309,341	366,457	366,457	429,970
500060	Overtime - Civilian	174,119	187,600	187,600	187,600
500090	Premium Pay - Civilian	22,825	15,660	15,660	15,660
500110	Bilingual Pay - Civilian	1,813	1,808	1,808	1,808
501070	Pension - Civilian	364,291	455,415	455,415	481,178
501120	Termination Pay - Civilian	18,692	14,000	64,000	0
502010	FICA - Civilian	186,070	206,541	206,541	210,826
503010	Health Ins-Act Civilian	497,623	596,009	632,664	609,197
503015	Basic Life Insurance - Active Civilian	1,187	1,252	1,252	1,609
503050	Health/Life Insurance - Retiree Civilian	66,992	115,834	115,834	115,834
503060	Long Term Disability-Civilian	4,882	5,355	5,355	5,185
503090	Workers Compensation-Civilian-Admin	17,689	19,443	19,443	19,610
503100	Workers Compensation-Civilian-Claim	30,228	17,930	42,929	17,930
504030	Unemployment Claims - Administration	1,800	2,065	2,065	2,065
Total	Personnel Services	3,722,819	4,119,486	4,119,486	4,219,134
511010	Chemical Gases & Special Fluids	147,618	164,200	164,200	167,000
511015	Cleaning & Sanitary Supplies	24,968	19,600	19,600	18,800
511020	Construction Materials	22,937	56,300	56,300	53,300
511025	Electrical Hardware & Parts	366	4,600	4,600	4,500
511030	Mechanical Hardware & Parts	3,534	2,300	2,300	2,300
511035	Meters Hydrants & Plumbing Supplies	4,780	27,500	27,500	27,300
511040	Audiovisual Supplies	0	300	300	300
511045	Computer Supplies	0	800	800	800
511050	Paper & Printing Supplies	390	1,300	1,300	1,200
511055	Publications & Printed Materials	77	3,500	3,500	2,500
511060	Postage	0	200	200	200
511070	Miscellaneous Office Supplies	7,538	4,800	7,000	4,800
511080	General Laboratory Supplies	0	300	300	200
511090	Medical & Surgical Supplies	416	500	900	500
511095	Small Technical & Scientific Equipment	0	1,000	1,000	700
511110	Fuel	69,138	61,629	61,629	61,629
511115	Vehicle Repair & Maintenance Supplies	43,665	55,700	55,700	57,130
511120	Clothing	10,329	13,200	13,200	12,100
511125	Food Supplies	915	0	0	0
511130	Weapons Munitions & Supplies	288	0	0	0
511135	Recreational Supplies	49,354	39,800	39,800	39,500
511140	Landscaping & Gardening Supplies	65,580	43,100	47,200	136,400
511145	Small Tools & Minor Equipment	4,284	11,500	11,500	14,000
511150	Miscellaneous Parts & Supplies	107,939	51,800	78,300	52,000
511155	Inventory Sales	270,463	293,200	260,000	293,700
Total	Supplies	834,579	857,129	857,129	950,859
520102	Security Services	112,801	116,600	116,600	119,900
520104	Claims Payment Services	0	5,000	5,000	5,000
520107	Computer Info/Contr	0	1,200	1,200	1,200
520112	Banking Services	64,005	47,900	47,900	48,900
520114	Miscellaneous Support Services	6,123	0	0	0
520118	Refuse Disposal	12,220	27,800	27,800	29,200
520119	Computer Equipment/Software Maintenance	24,885	24,900	24,900	24,900
520121	IT Application Svcs	0	3,284	3,284	16,554
520122	Office Equipment Services	0	100	100	100
520123	Vehicle & Motor Equipment Services	1,081	13,400	13,400	13,300

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Business Area Expenditure Summary

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Commit Item	Description	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
520124	Other Equipment Services	250	8,300	3,800	7,400
520127	Structural Construction Work Services	0	900	900	700
520128	Other Construction Work Services	0	2,900	2,900	2,900
520510	Mail/Delivery Services	11,921	13,800	15,500	16,800
520515	Print Shop Services	0	100	100	100
520520	Printing & Reproduction Services	10,383	16,300	7,500	14,900
520605	Advertising Services	10,120	17,700	17,700	16,200
520705	Insurance Fees	10,856	12,631	12,631	13,885
520765	Membership & Professional Fees	2,892	3,900	3,900	4,200
520805	Education & Training	830	200	200	200
520905	Travel - Training Related	0	7,100	7,100	7,300
520910	Travel - Non-Training Related	2,058	700	700	600
521405	Building Maintenance Services	17,342	6,200	6,200	6,200
521410	Sewer Services	61,149	61,200	61,200	58,900
521415	Land and Grounds Maintenance	5,299	4,700	10,100	6,100
521435	Water Services	2,853	3,400	3,400	2,055
521605	Data Services	1,005	2,715	2,715	10,545
521610	Voice Services	11,784	8,824	18,524	8,539
521620	Voice Equipment	0	98	98	90
521625	Voice Labor	0	37	37	115
521630	GIS Revolving Fund Services	3,999	3,649	3,649	4,533
521635	Voice Services -Wireless	0	0	0	3,441
521705	Vehicle/Equipment Rental/Lease	409,851	434,900	434,900	434,900
521715	Office Equipment Rental	6,875	5,300	5,300	5,600
521725	Other Rental	13,287	22,300	22,300	24,500
522305	Freight Charges	6,816	9,000	9,000	8,800
522430	Miscellaneous Other Services & Charges	6,173	10,800	7,300	10,800
522721	Interfund HR Client Services	59,007	67,157	67,157	71,321
522722	KRONOS Service Chargeback	0	0	0	3,656
Total	Other Services and Charges	875,865	964,995	964,995	1,004,334
Grand Total Expenditures		5,433,263	5,941,610	5,941,610	6,174,327