

# General Fund

<b>Recreation</b>				
	<b>FY12 Actual</b>	<b>FY13 Actual</b>	<b>FY14 Budget</b>	<b>FY15 Adopted</b>
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	242,300	250,341	252,245	<b>262,565</b>
Salaries - Part-Time	54,046	54,728	65,611	<b>65,933</b>
Salaries - Overtime	244	222	363	<b>372</b>
FICA	21,613	22,320	24,344	<b>25,159</b>
Insurance Charges	42,193	45,001	53,225	<b>47,523</b>
Pension	14,553	15,034	15,156	<b>15,776</b>
<b>Total Personnel Services</b>	<b>374,947</b>	<b>387,647</b>	<b>410,944</b>	<b>417,328</b>
<b>COMMODITIES</b>				
Office Supplies	2,138	1,805	2,100	<b>2,100</b>
Books and Periodicals	-	-	-	-
Food Supplies	3,094	3,841	4,221	<b>5,783</b>
Wearing Apparel	6,162	7,099	11,030	<b>12,030</b>
Motor Vehicle Supplies	77	-	250	<b>250</b>
Janitorial Supplies	-	-	-	-
Other Commodities	11,226	10,375	11,280	<b>11,280</b>
<b>Total Commodities</b>	<b>22,698</b>	<b>23,119</b>	<b>28,881</b>	<b>31,443</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	1,184	1,612	2,265	<b>2,265</b>
Telephone	1,824	1,824	2,276	<b>2,276</b>
Prof Services-Other	140	177	500	<b>500</b>
Utilities	44,103	44,181	42,945	<b>44,233</b>
Rentals	546	912	300	<b>300</b>
Auto Allowance	1,415	1,358	1,200	<b>1,200</b>
Legal Advertising	219	44	3,000	<b>3,000</b>
Printing	2,683	2,550	2,920	<b>2,920</b>
Dues and Subscriptions	307	186	750	<b>750</b>
Travel Exp/Mileage	3,100	781	1,822	<b>1,822</b>
Training Assistance	3,889	569	2,350	<b>2,350</b>
Other Contractual Services	21,043	17,508	54,675	<b>17,675</b>
Professional Services-Legal	268	1,765	500	<b>500</b>
<b>Total Contractual Services</b>	<b>80,721</b>	<b>73,467</b>	<b>115,503</b>	<b>79,791</b>
<b>MAINTENANCE</b>				
Building and Grounds	13	1,774	5,049	<b>3,055</b>
Machine Equip & Tool Maint.	-	1,025	1,820	<b>1,820</b>
Motor Vehicle Expense	39	16	250	<b>250</b>
Other Maintenance	145	1,054	500	<b>500</b>
<b>Total Maintenance</b>	<b>197</b>	<b>3,870</b>	<b>7,619</b>	<b>5,625</b>
<b>OTHER CHARGES</b>				
Other Charges	10,974	10,888	8,782	<b>8,720</b>
<b>Total Other Charges</b>	<b>10,974</b>	<b>10,888</b>	<b>8,782</b>	<b>8,720</b>

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<b>CAPITAL OUTLAY</b>				
Office Equipment				
Other Capital Outlay	17,730	-	10,368	
<b>Total Capital Outlay</b>	<b>17,730</b>	<b>-</b>	<b>10,368</b>	<b>-</b>
<b>Total Recreation</b>	<b>507,267</b>	<b>498,990</b>	<b>582,097</b>	<b>542,907</b>

## 01-23 Recreation

### **Budget Line Item**

#### **101 Full-Time Salaries**

Salaries for fulltime Recreation administrative staff are included in the line item. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **102 Part-Time Salaries**

Salaries for part-time Recreation staff are included in this line item. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **103 Overtime**

This line item funds occasional overtime for the Administrative Assistant position for required work at evening or weekend events. Typically she adjusts her work schedule; however, there are instances when this is not feasible.

#### **104 FICA**

This is a mandatory withholding match that is a fixed percentage of salaries.

#### **105 Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107 Civilian Pension**

This line item funds the City's portion of employee pension contributions.

#### **201 Office Supplies**

Funding requested at the same level as last year for office supplies.

#### **202 Books/Periodicals**

No funding requested in this line item.

#### **203 Food Supplies**

This line item funds food supplies associated with the Senior Program and additional special events. A \$1,200 grant is being sought from the La Vista Community Foundation for food supplies for the annual Easter Egg Hunt.

#### **204 Wearing Apparel**

This line item funds the purchase of employee staff shirts and sport league uniforms. Funding requested at same level as last year. Additionally, an application will be submitted for a \$1,000 grant from the La Vista Community Foundation to support the annual coat drive.

# General Fund

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## 01-23 Recreation

### 205 Motor Vehicle Supplies

This line item funds the purchase of motor vehicle supplies, including fuel. Funding requested at same level as last year.

### 211 Other Commodities

This line item includes funding for youth and adult sport league equipment, as well as other equipment. Funding requested at same level as last year. Also, a \$300 grant is being sought from the La Vista Community Foundation for supplies associated with the annual Easter Egg Hunt.

### 301 Postage

This line item includes funding for mailings and the City Wise newsletter. Funding requested at same level as last year.

### 302 Telephone

This line item includes funding for office telephones, the pay telephone in the Community Center, and a cell phone allowance for the Recreation Director. Funding requested at same level as last year.

### 303 Professional Services

This line item funds new employee physicals. Funding requested at same level as last year.

### 304 Utilities

This line item funds all utility costs for the Community Center. An increase requested due to an anticipated 3% overall increase in utility costs.

### 306 Rentals

This line item funds the rental of portable toilets at various parks and occasional special events. Funding requested at same level as last year.

### 307 Auto Allowance

This line item funds an auto allowance for the Recreation Director. Funding requested at same level as last year.

### 308 Legal Ads

This item includes program advertising. Funding requested at same level as last year.

### 309 Printing

This line item funds the printing of recreation receipts, facility usage forms and the City Wise newsletter. Funding requested at same level as last year.

### 310 Dues/Subscriptions

This line item includes administration professional memberships and subscriptions. Funding requested at same level as last year.

## 01-23 Recreation

### **311 Travel Expense**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. This also funds expenses for one staff member to attend the NRPA National Congress and other local travel/training expenses. Funding requested at same level as last year.

### **313 Training**

This line item funds employee training opportunities. This also funds expenses for one staff member to attend the NRPA National Congress and other local training expenses. Funding requested at same level as last year.

### **314 Other Contractual**

This line item includes referee fees and telephone and maintenance. This line item was decreased by \$25,000 due to a one-time expense for a Recreational philosophy and direction study that was included in the FY14 budget. Additionally, computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **321 Professional Services-Legal**

Funding requested at the same level as last year.

### **401 Building & Grounds**

This line item funds repairs and maintenance of the Community Center facility.

This line item was decreased \$1,994 due to a one-time expense for the purchase of a directional door counter in the FY 13/14 budget.

### **409 Machine Equipment and Tool Maintenance**

This line item funds repair and maintenance of mechanical equipment in Community Center. Funding requested at the same level as last year.

### **410 Motor Vehicle Maintenance**

This line item includes all repair or replacement purchases of parts and supplies for the Department's vehicles. Funding requested at same level as last year.

### **412 Other Maintenance**

This line item includes miscellaneous repairs and maintenance of facility. Funding requested at same level as last year.

### **505 Other Charges**

This line item funds youth and adult sports league awards, registration fees and miscellaneous items. Funding requested at same level as last year.

### **618 Other Capital**

Year-end expenses will be over budget due to unexpected repairs to a refrigerator unit in the Community Center in addition to the purchase of budgeted exercise equipment.