

General Fund

Park Maintenance

	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
PERSONNEL SERVICES				
Salaries - Full-Time	321,244	326,328	311,154	353,699
Salaries - Part-Time	59,386	68,297	70,002	70,077
Overtime Salaries	10,962	9,060	16,522	18,909
FICA	28,854	29,650	30,555	34,031
Insurance Charges	59,623	68,050	71,354	69,648
Pension	19,881	20,060	19,660	22,356
Total Personnel Services	499,950	521,444	519,247	568,720
COMMODITIES				
Books and Periodicals				
Food Supplies	46	25	70	70
Wearing Apparel	1,407	1,615	2,072	2,312
Motor Vehicle Supplies	28,108	30,148	29,760	30,860
Lab and Maint Supplies	3,015	2,019	2,700	2,700
Janitor Supplies	841	683	1,000	1,000
Chemical Supplies	3,160	2,586	2,650	4,650
Welding Supplies	-	-	400	400
Botanical Supplies	8,613	17,541	24,000	25,000
Other Commodities	-	-	-	-
Total Commodities	45,189	54,618	62,652	66,992
CONTRACTUAL SERVICES				
Postage	8	27	35	35
Telephone-Cellular-Pager	1,152	1,152	1,008	720
Prof Services-Other	1,707	317	2,120	5,620
Utilities	20,416	20,060	15,776	23,449
Printing	207	232	200	200
Dues and Subscriptions	593	604	600	600
Travel Expense	1,760	1,686	1,985	3,439
Towel and Cleaning Service	2,081	1,310	1,268	1,650
Training Assistance	4,529	2,123	2,735	3,265
Other Contractual Services	35,635	19,353	23,266	14,314
Total Contractual Services	68,088	46,865	49,093	53,392
MAINTENANCE				
Building and Grounds	38,215	14,307	18,450	41,450
Machine Equip and Tool Maint.	2,983	3,282	3,000	3,000
Motor Vehicle Maintenance	26,837	21,324	27,500	32,500
Radio Maintenance	204	393	150	150
Other Maintenance	5,852	5,070	6,000	6,000
Total Maintenance	74,091	44,376	55,100	83,100

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OTHER CHARGES				
Other Charges	2,756	399	400	400
Total Other Charges	2,756	399	400	400
CAPITAL OUTLAY				
Motor Vehicle	-	47,984	185,000	84,000
Other Capital Outlay	17,336	-	-	-
Total Capital Outlay	17,336	47,984	185,000	84,000
Total Park Maintenance	707,412	715,686	871,492	856,604

1-22 Park Maintenance

Budget Line Item

101 Full Time Salaries

This line item provided funding for 8 full time positions. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance. A full time employee is being moved from Building and Grounds to the Parks Division.

102 Part Time Salaries

This line item provides funding for eight seasonal positions and one part time position with a full time equivalent of 3.98. Funding requested at the same level as last year.

103 Overtime

This line item provides overtime funding for 8 full time positions, and 8 seasonal positions. Overtime is approved on an as needed basis. The major contributing factor to overtime is snow removal operations. Overtime is also required during La Vista Days, Cleanup Days, Fall Leaf Collection, sports tournaments and occasional emergency call-outs. A full time employee is being moved from Building and grounds to the Parks Department.

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.

203 Food Supplies

This funds two breakfast meetings with supervisory staff and the City Engineer. Funding requested at the same level as last year.

204 Wearing Apparel

This line item funds the purchase of safety boots, safety shirts, rain gear and safety equipment for 8 full time employees, 8 seasonal employees and 1 part time employee. Requested additional \$240 for a \$30 increase to the boot allowance for eight employees.

205 Motor Vehicle Supplies

This line item funds the purchase of fuel, oil, anti-freeze and tires for 7 vehicles and 100 pieces of equipment. Vehicles transferred from B & G fit into base budget.

General Fund

1-22 Park Maintenance

206 Lab and Maintenance Supplies

This line item funds the purchase of replacement tools and equipment such as power tools, field maintenance tools, shovels, rakes, loppers and other park maintenance related tool requirements. Funding requested at the same level as last year.

207 Janitorial Supplies

This line item is for paper products and cleaning supplies used in the park restroom facilities. Funding requested at the same level as last year.

208 Chemical Supplies

This line item is for the purchase of chemicals necessary for turf and tree care in the city parks. \$2,000 transferred from Building and Grounds, was worked into base operating budget.

209 Welding Supplies

This line item provides for the purchase of welding supplies and grinding supplies. The Parks Dept. has been performing quite a bit of welding and grinding on our aging mower decks. Funding is requested at the same level as last year.

210 Botanical Supplies

This line item is for the purchase of fertilizer and weed control products for the parks. Trees and flowers are also purchased from this line item. We will be applying for \$5,000 grants from each the Papio NRD and Trees for Nebraska Towns. \$1,000 transfer from Buildings and Grounds was worked into base operating budget.

301 Postage

This line item funds park related postage costs. Funding is requested at the same level as last year.

302 Telephone

This line item provides for the Park Superintendent's cell phone. New tier system lowered this line item.

303 Professional Services - Other

This line item provides funding for the State of Nebraska fuel license, employee drug testing and any additional professional services. A one-time request of \$3,500 for Hepatitis A & B shots for full time Parks staff is requested due to restroom hazards that are encountered daily.

304 Utilities

This line item provides for gas, electricity and water in all the parks. An ongoing increase of \$473 requested for an anticipated 3% increase in utility costs. An ongoing \$7,200 increase is also requested for the Hupp Drive building addition.

308 Legal Advertising

This line item funds advertising for seasonal positions. We are utilizing the City's Career Link membership to advertise seasonal employment opportunities. Funding requested at the same level as last year.

1-22 Park Maintenance

309 Printing

This line item provides for printing business cards, city letterhead and stationery. Funding requested at the same level as last year.

310 Dues and Subscriptions

This line item provides for professional memberships and certifications for parks employees. Examples include: Professional Grounds Maintenance Society (PGMS), National Playground Safety Institute and Nebraska Pesticide Applicators Certification. Funding requested at the same level as last year.

311 Travel Expenses

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. An increase of \$1454 is shown in the additional requests for the Park Foreman to attend the PGMS Conference. This training is rotated each year between the Park Foreman and the Sports Complex Foreman. The Sports Complex Foreman attended this training in FY 13/14.

312 Towel/Cleaning Service

This line item is for laundering the Public Works employees' uniforms. An increase of \$181 is requested due to the addition of a B&G employee to the Parks Division.

313 Training

This line item includes all training courses and seminar costs. Requesting \$350 for the Park Foreman will attend the PGMS training this fiscal year. This training rotates between the Park Foreman and the Sports Complex Foreman each year. Requested \$180 for two training classes for the Building and Grounds employee transferring to the Parks Division.

314 Other Contractual Services

This line item funds contracts with Papillion Sanitation, weed spraying, EAP, CDL renewals and Barone Security. There is a \$4,758 decrease for 911 services. The base budget amount decreased \$4,194, which was worked into other line items transferred from Building and Grounds. 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.

401 Buildings and Grounds

This line item funds repairs to park equipment and facilities. An ongoing increase of \$2,000 is requested for Hupp Drive Building maintenance. A one-time increase of \$2,500 is requested for door replacement for a City Park shed. A one-time increase of \$15,000 is requested to repaint the Tennis Courts at Central Park. A one-time request of \$3,500 for ball field aggregate for Kelly Field ball diamonds to make them playable during wet weather conditions.

409 Machine – Equipment and Tool Maintenance

This line item provides for the repair, maintenance and replacement of maintenance tools and equipment such as chain saws, weed eaters, power pruners, etc. Funding requested at the same level as last year.

General Fund

1-22 Park Maintenance

410 Motor Vehicle Maintenance

This line item funds replacement parts for 7 vehicles and 100 pieces of equipment. An ongoing increase of \$ 5,000 for repairs to an aging mower fleet is requested.

411 Radio Maintenance

This line item provides for the maintenance and repair of the radio system. Funding requested at the same level as last year.

412 Other Maintenance

This line item is for maintenance and replacement costs associated with playground equipment. Funding requested at the same level as last year.

505 Other Charges

This line item funds the purchase of items that do not logically fall into any of the scheduled line items and for charges associated with the annual employee appreciation dinner. Funding requested at the same level as last year.