

# General Fund

## Parks Maintenance

	FY13 Actual	FY14 Actual	FY15 Budget	FY16 Adopted
<b>PERSONNEL SERVICES</b>				
101 Salaries - Full-Time	326,328	339,745	353,699	359,104
102 Salaries - Part-Time	68,297	57,219	70,077	70,077
103 Overtime Salaries	9,060	7,101	18,909	20,799
104 FICA	29,650	29,505	34,031	34,461
105 Insurance Charges	68,050	64,681	69,648	59,176
107 Pension	20,060	20,784	22,356	22,963
<b>Total Personnel Services</b>	<b>521,444</b>	<b>519,034</b>	<b>568,720</b>	<b>566,580</b>
<b>COMMODITIES</b>				
203 Food Supplies	25	36	70	70
204 Wearing Apparel	1,615	1,898	2,312	2,312
205 Motor Vehicle Supplies	30,148	29,367	30,860	30,860
206 Lab and Maint Supplies	2,019	2,207	2,700	2,700
207 Janitor Supplies	683	862	1,000	1,000
208 Chemical Supplies	2,586	354	4,650	4,650
209 Welding Supplies	0	0	400	400
210 Botanical Supplies	17,541	21,775	25,000	25,000
<b>Total Commodities</b>	<b>54,618</b>	<b>56,499</b>	<b>66,992</b>	<b>66,992</b>
<b>CONTRACTUAL SERVICES</b>				
301 Postage	27	788	35	35
302 Telephone-Cellular-Pager	1,152	720	720	720
303 Prof Services-Other	317	1,119	5,620	2,120
304 Utilities	20,060	18,362	23,449	24,105
308 Legal Advertising	0	0	100	100
309 Printing	232	134	200	200
310 Dues and Subscriptions	604	587	600	600
311 Travel	1,686	1,445	3,439	2,009
312 Towel and Cleaning Service	1,310	1,417	1,650	1,650
313 Training	2,123	2,127	3,265	2,915
314 Other Contractual Services	19,353	17,247	14,314	16,634
<b>Total Contractual Services</b>	<b>46,865</b>	<b>43,946</b>	<b>53,392</b>	<b>51,088</b>

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<b>Parks Maintenance</b>					
		<b>FY13</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>
		<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Adopted</b>
<b>MAINTENANCE</b>					
401	Building and Grounds	14,307	21,100	41,450	29,867
409	Machine Equip and Tool Maint.	3,282	2,894	3,000	3,000
410	Motor Vehicle Maintenance	21,324	21,662	32,500	32,500
411	Radio Maintenance	393	106	150	150
412	Other Maintenance	5,070	2,075	6,000	16,000
<b>Total Maintenance</b>		<b>44,376</b>	<b>47,837</b>	<b>83,100</b>	<b>81,517</b>
<b>OTHER CHARGES</b>					
505	Other Charges	399	121	400	400
<b>Total Other Charges</b>		<b>399</b>	<b>121</b>	<b>400</b>	<b>400</b>
<b>CAPITAL OUTLAY</b>					
613	Motor Vehicle	47,984	184,960	84,000	64,000
618	Other Capital Outlay	0	6,700	0	36,000
<b>Total Capital Outlay</b>		<b>47,984</b>	<b>191,660</b>	<b>84,000</b>	<b>100,000</b>
<b>Total Parks</b>		<b>715,686</b>	<b>859,096</b>	<b>856,604</b>	<b>866,577</b>

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## 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. Requesting \$863 for transitioning one MWI position to a MWII position starting in April 2016.

#### 102 Part Time Salaries

This line item provides funding for eight seasonal positions and one part time position with a full time equivalent of 3.56. 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. Requesting slight increase for position transition.

#### 104 FICA

This is a mandatory withholding match that is a fixed percentage of salaries. Requesting slight increase for position transition.

#### 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, the City took on a portion of the liability for this benefit in January of 2014, resulting in premium savings. Additional savings, if any, will depend on plan usage during a given year. The budget does include a potential 6% increase in insurance premiums, based on the current market and input from our broker. Every effort will be made to stay under that amount.

#### 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. Funding requested at the same level as last year.

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- 205 Motor Vehicle Supplies**  
This line item funds the purchase of fuel, oil, anti-freeze and tires for 8 vehicles and 100 pieces of equipment. Funding requested at the same level as last year.
- 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. Funding requested at the same level as last year.
- 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 both the Papio NRD and Trees for Nebraska Towns.
- 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 partial funding of the Park Superintendent's cell phone. New tier system lowered this line item. Funding requested at the same level as last year.
- 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 decrease of \$3,500 is shown due to a one-time expenditure during the current fiscal year for hepatitis shots for employees.
- 304 Utilities**  
This line item provides for gas, electricity and water in all the parks. An on-going increase of \$656 is requested based on anticipated increases (1.3% for OPPD, 5% for MUD, and 1% for BHE).

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- 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.
- 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. A decrease of \$1,454 is shown because the Park Foreman will not be attending the PGMS Conference this year. The training is rotated each year between the Park Foreman and the Sports Complex Foreman. The Sports Complex Foreman will be attending the conference this year.
- 312 Towel/Cleaning Service**  
This line item is for laundering the Public Works employees' uniforms. Funding requested at the same level as last year.
- 313 Training**  
This line item includes all training courses and seminar costs. A decrease of \$350 is shown for the Park Foreman not attending the PGMS training this fiscal year. This training rotates between the Park Foreman and the Sports Complex Foreman each year. The Sports Complex Foreman will be attending this year.
- 314 Other Contractual Services**  
This line item funds contracts with Papillion Sanitation, weed spraying, EAP, CDL renewals and Barone Security. Requesting an ongoing increase of \$900 for portable restrooms which were coded out of Recreation Department in prior years, a \$1,000 price adjustment for weed spraying contract, and a \$420 increase for security system monitoring at the Park Annex.
- 401 Buildings and Grounds**  
This line item funds repairs to park equipment and facilities. A decrease of \$21,000 is shown due to the completion of one-time projects during the current fiscal year. The budget request includes a one-time increase to replace the damaged furnace and add air conditioning to the concession stand and rest rooms at City Park in the amount of \$8,000, and a one-time increase of \$1,417 to purchase a security system for new Park Annex building.

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- 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.
- 410 Motor Vehicle Maintenance**  
This line item funds replacement parts for 8 vehicles and 100 pieces of equipment. Funding requested at the same level as last year.
- 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. The budget request includes an increase to replace the picnic tables and grills in the amount of \$10,000.
- 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.