

General Fund

Recreation

		FY13	FY14	FY15	FY16
		Actual	Actual	Budget	Adopted
PERSONNEL SERVICES					
101	Salaries - Full-Time	250,341	255,586	262,565	269,979
102	Salaries - Part-Time	54,728	61,057	65,933	65,933
103	Salaries - Overtime	222	0	372	97
104	FICA	22,320	23,152	25,159	25,705
105	Insurance Charges	45,001	39,857	47,523	37,916
106	Personnel Services	0	0	0	0
107	Pension	15,034	15,335	15,776	16,205
Total Personnel Services		387,647	394,987	417,328	415,835
COMMODITIES					
201	Office Supplies	1,805	1,739	2,100	2,100
202	Books and Periodicals	0	0	0	0
203	Food Supplies	3,841	3,561	5,783	6,983
204	Wearing Apparel	7,099	6,088	12,030	13,030
205	Motor Vehicle Supplies	0	0	250	250
211	Other Commodities	10,375	12,812	11,280	11,580
Total Commodities		23,119	24,200	31,443	33,943
CONTRACTUAL SERVICES					
301	Postage	1,612	1,249	2,265	1,965
302	Telephone	1,824	2,211	2,276	2,276
303	Prof Services-Other	177	135	500	500
304	Utilities	44,181	46,418	44,233	47,333
306	Rentals	912	961	300	300
307	Auto Allowance	1,358	1,183	1,200	1,200
308	Legal Advertising	44	0	3,000	3,000
309	Printing	2,550	3,204	2,920	3,220
310	Dues and Subscriptions	186	518	750	750
311	Travel	781	576	1,822	1,822
313	Training	569	469	2,350	2,350
314	Other Contractual Services	17,508	28,195	17,675	17,675
321	Professional Services-Legal	1,765	0	500	500
Total Contractual Services		73,467	85,118	79,791	82,891

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MAINTENANCE					
401	Building and Grounds	1,774	2,176	3,055	5,239
409	Machine Equip & Tool Maint.	1,025	0	1,820	1,820
410	Motor Vehicle Expense	16	0	250	250
412	Other Maintenance	1,054	155	500	500
Total Maintenance		3,870	2,331	5,625	7,809
OTHER CHARGES					
505	Other Charges	10,888	8,201	8,720	8,720
Total Other Charges		10,888	8,201	8,720	8,720
CAPITAL OUTLAY					
618	Other Capital Outlay	0	13,191		
Total Capital Outlay		0	13,191	0	0
Total Recreation		498,990	528,029	542,907	549,198

General Fund

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, 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.
- 201 Office Supplies**
Funding requested at the same level as last year for office supplies.
- 203 Food Supplies**
This line item funds food supplies associated with the Senior Program and additional special events. Funding requested at the same level as last year. Additionally, an application will be submitted for a \$1,200 grant from the La Vista Community Foundation to support the Annual Easter Egg Hunt/Food Drive.
- 204 Wearing Apparel**
This line item funds the purchase of employee staff shirts and sport league uniforms. Additionally, an application will be submitted for a \$1,000 grant from the La Vista Community Foundation to support the annual coat drive.

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- 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. Additionally, an application will be submitted for a \$300.00 grant from the La Vista Community Foundation to support the Annual Easter Egg Hunt/Food Drive.
- 301 Postage**
This line item includes funding for mailings and the City Wise newsletter. Funding requested is a decrease of \$300.00 based on actual expenses. Email is being used to a much greater extent to communicate with program participants.
- 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 on-going increase of \$3,100 is requested based on actual expenses and projected utility increases.
- 306 Rentals**
This line item funds the rental of portable toilets at various parks and occasional special events. Funding requested at the 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 an on-going increase of \$300.00 to cover the increased printing cost of the City Wise newsletter.
- 310 Dues/Subscriptions**
This line item includes administration professional memberships and subscriptions. Funding requested at same level as last year.

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- 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, telephone and maintenance. Funding requested at same level as last year.
- 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. A one-time increase of \$2,184.00 is requested to steam clean the meeting room dividers, stage divider and stage curtain and apply fire retardant. These dividers and curtains have not been cleaned since the facility was opened.
- 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.

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