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A G E N D A

**Delta City Council
Work Session**

**October 1, 2013
5:30 p.m.**

A. Budget

- **Recreation**
- **City Wide**

2014 RECREATION DEPARTMENT

BUDGET OF REVENUE AND EXPENSES

Summary:

The Recreation Department serves all citizens of this community, including youth through seniors. The department offers activities to enhance your quality of life when you take part in exercises for your heart, your body and your mind.

2013 Highlights

- Developed design and built expansion: 6,900 sq. ft. onto the Aquatics & 2,800 sq. ft onto the Fitness area
- Repaired improperly installed Diamond Brite in existing pools
- Removed all flooring in Locker Rooms and installed new tile
- Received grant funding to assist with the expansion

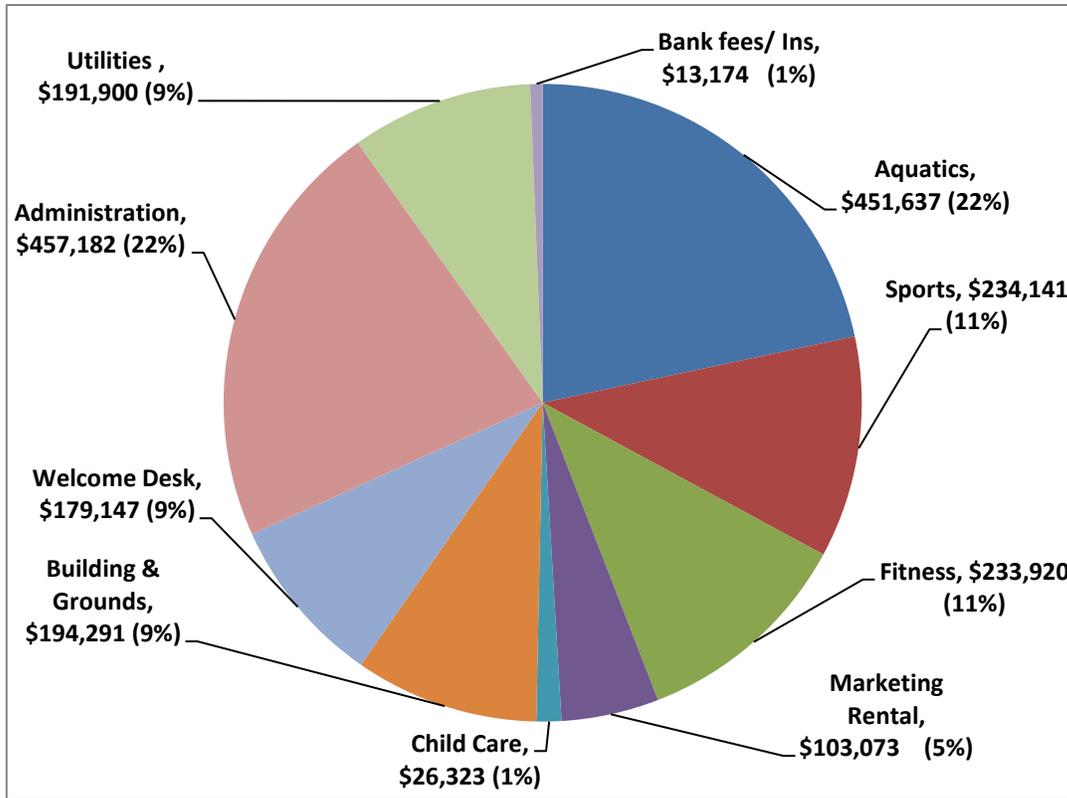
2014 Proposed Focus

- Develop new programs and activities for Aquatics and Fitness areas
- Analyze tax that will be expire in 2020
- Analyze future needs for the community
- Review and analyze hours of operation for consideration of change

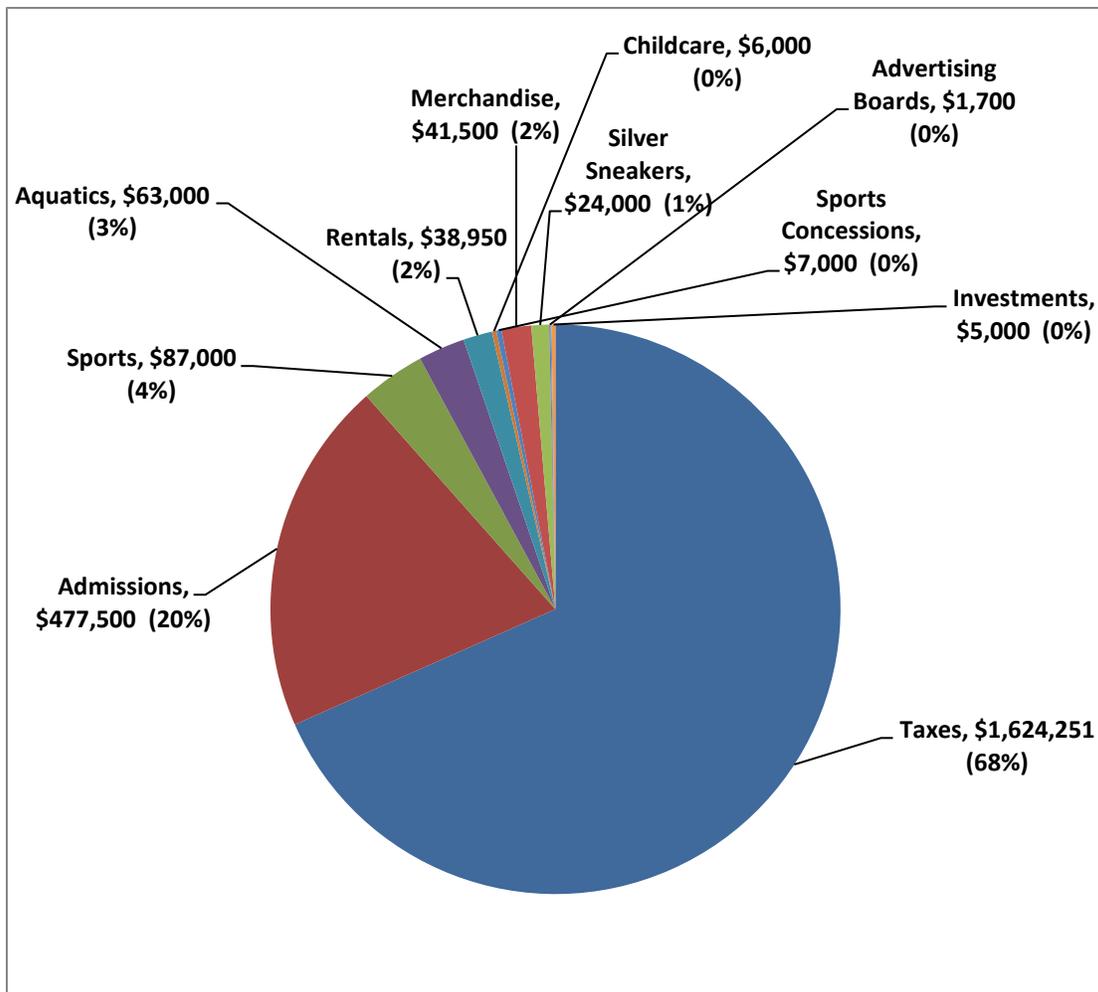
Key Indicators

Customer Satisfaction per survey	78%
2012 Total Visits	137,378
2012 Total Cost per Visits	\$12.28 Just operating, capital not included
2012 Memberships & Punch Card members	3,436
2012 Sports Participants in building	10,850
2012 Sports outside of the building	15,000
2012 Childcare participant	3,784
2012 Rentals at Recreation Center	246
2012 Attendance at Rentals	17,604
2012 Rentals events NOT accommodated	102

2014 Proposed Expenses \$2,084,788



2014 Proposed Revenues \$2,375,901



Recreation Center Fund - 18**Expenditures**

Account #	Expenditure By Department	2012 Actual	2013 Estimated	2014 Budget	2015 Estimated
50 - Aquatics					
12,100	Salaries	71,161	85,731	130,436	130,436
12,200	Part - Time Salaries	130,182	142,000	142,000	142,000
12,600	Cell Phone Stipend	175	160	160	160
14,100	Social Security & Medicare	15,388	17,434	20,854	20,854
14,200	Pension Contributions	2,049	4,287	6,522	6,522
15,100	Group Insurance	23,245	35,001	43,794	43,794
15,300	Worker's Compensation	12,046	14,500	14,500	14,500
	Subtotal Personnel	254,246	299,113	358,266	358,265
22,100	Operating Materials & Supplies	10,484	10,500	12,675	11,500
22,200	Chemicals & Lab Supplies	16,059	16,000	18,500	18,500
26,150	Special Events	401	400	900	900
31,100	Liability Insurance	17,701	20,821	20,821	20,821
31,600	Professional Services	1,632	500	500	500
32,200	Advertising & Legal Notices	263	150	175	175
33,100	Travel , Education & Training	3,430	1,200	500	500
35,300	Repairs & Maintenance	24,576	3,000	15,000	15,000
36,500	Medical Services	187	500	500	500
38,710	Other		50		
	Subtotal Charges & Services	74,733	53,121	69,571	68,396
42,100	Buildings & Improvement	116,592			
46,200	Equipment	451,267		23,800	45,000
	Subtotal Capital Outlay	567,859	0	23,800	45,000
	Total: Aquatics	896,838	352,234	451,637	471,661

52 - Sports

12,100	Salaries	46,602	45,169	57,138	57,138
12,200	Part - Time Salaries	26,149	55,000	55,000	55,000
12,600	Cell Phone Stipend	321	320	320	320
14,100	Social Security & Medicare	5,278	7,687	8,603	8,603
14,200	Pension Contributions	2,230	2,258	2,857	2,857
15,100	Group Insurance	14,460	14,409	17,340	17,340
15,300	Worker's Compensation	4,544	5,470	5,470	5,470
	Subtotal Personnel	99,584	130,314	146,728	146,728
22,100	Operating Materials & Supplies	3,050	6,008	5,250	5,250

26,925	Youth Sports	18,220	18,000	20,000	20,000
26,950	Adult Sports	29,231	30,000	12,500	12,500
26,952	Concessions - Sports	4,106	4,000	4,700	5,000
31,100	Liability Insurance	264	313	313	313
33,100	Travel , Education & Training	129	641	500	500
33,600	Dues, Memberships & Subscript	177	150	150	150
	Field preparation			44,000	44,000
35,300	Repairs & Maintenance	150	273		
38,710	Other	79	1,540		
	Subtotal Charges & Services	55,406	60,925	87,413	87,713
46,200	Equipment	4,232	1,196		
	Subtotal Capital Outlay	4,232	1,196	0	0
	Total: Sports	159,222	192,435	234,141	234,441

53 - Fitness

12,100	Salaries	46,122	45,275	57,242	57,242
12,200	Part - Time Salaries	58,065	64,112	65,000	65,000
12,600	Cell Phone Stipend	135	160	160	160
14,100	Social Security & Medicare	7,908	8,380	9,364	9,364
14,200	Pension Contributions	1,899	2,264	2,862	2,862
15,100	Group Insurance	9,799	11,782	14,713	14,713
15,300	Worker's Compensation	4,537	5,461	5,461	5,461
	Subtotal Personnel	128,465	137,434	154,802	154,802
22,100	Operating Materials & Supplies	14,898	15,000	15,000	15,000
31,100	Liability Insurance	140	168	168	168
31,600	Professional Services	12,970	10,000	15,000	15,000
33,100	Travel , Education & Training	3,093	4,053	6,000	4,000
33,600	Dues, Memberships & Subscript	234	489	750	750
35,300	Repairs & Maintenance	16,076	12,000	12,000	8,000
36,500	Medical Services	133	55	200	200
38,710	Other	50			
	Subtotal Charges & Services	47,594	41,765	49,118	43,118
46,200	Equipment	21,493	30,000	30,000	30,000
	Subtotal Capital Outlay	21,493	30,000	30,000	30,000
	Total: Fitness	197,552	209,199	233,920	227,920

54 Marketing/Rental/Programs

12,100	Salaries	45,247	45,968	45,968	45,968
12,200	Part - Time Salaries		903	2,500	2,500
12,600	Cell Phone Stipend	321	320	320	320
14,100	Social Security & Medicare	3,479	3,541	3,732	3,732
14,200	Pension Contributions	2,262	2,299	2,299	2,298
15,100	Group Insurance	14,465	14,409	14,409	14,409
15,300	Worker's Compensation	105	127	127	127
	Subtotal Personnel	65,879	67,567	69,355	69,355
22,100	Operating Materials & Supplies	3,998	4,000	5,250	5,250
31,100	Liability Insurance	140	168	168	168
31,600	Professional Services			5,000	5,000
32,200	Advertising & Legal Notices	22,397	30,000	23,000	23,000
33,100	Travel , Education & Training	20	333	200	200
33,600	Dues, Memberships & Subscript		100	100	100
34,100	Telephone	575	100		
38,710	Other Expenses	25	50		
	Subtotal Charges & Services	27,155	34,751	33,718	33,718
	Total: Facility Operations	93,034	102,318	103,073	103,073

55 - Child Care

12,200	Part - Time Salaries	19,899	18,788	22,000	22,000
14,100	Social Security & Medicare	1,522	1,437	1,683	1,683
15,300	Worker's Compensation	72	87	87	87
	Subtotal Personnel	21,493	20,312	23,770	23,770
22,100	Operating Materials & Supplies	1,352	1,200	2,500	2,500
31,100	Liability Insurance	44	53	53	53
	Subtotal Charges & Services	1,396	1,253	2,553	2,553
	Total: Child Care	22,889	21,565	26,323	26,323

56 - Leisure Programs

12,100	Salaries		23,660		
12,200	Part - Time Salaries	41,338	4,000		
12,600	Cell Phone Stipend	78	83		
14,100	Social Security & Medicare	3,139	2,122		
14,200	Pension Contributions	194	1,183		
15,100	Group Insurance	4,118	3,126		
15,300	Worker's Compensation	168	202		
	Subtotal Personnel	49,035	34,376	0	0

22,100	Operating Materials & Supplies	4,168	6,400		
26,100	Leisure Services	21,527	5,000		
31,100	Liability Insurance	116	139		
32,200	Advertising	853			
33,100	Travel , Education & Training				
33,600	Dues, Memberships & Subscript	5			
36,500	Medical Expenses	212	165		
38,710	Other Expenses	54			
	Subtotal Charges & Services	26,935	11,704	0	0
	Total: Leisure Programs	75,970	46,080	0	0

60 - Welcome Desk

12,100	Salaries			74,880	74,880
12,200	Part-Time Salaries			35,000	35,000
14,100	Social Security & Medicare			8,406	8,406
14,200	Pension Contributions			3,744	3,744
15,100	Group Insurance			25,917	25,917
15,300	Worker's Compensation			1,400	1,400
	Subtotal Personnel	0	0	149,347	149,347
22,100	Operating Materials & Supplies			1,500	1,500
22,400	Pro-Shop Supplies		12,092	22,000	22,000
22,800	Uniforms		1,000	1,000	1,000
33,100	Travel , Education & Training			800	250
46,200	Equipment			4,500	
	Subtotal Charges & Services	0	13,092	29,800	24,750
	Total: Welcome Desk			179,147	174,097

64 - Buildings & Grounds Maintenance

12,100	Salaries	50,511	51,173	74,877	74,877
12,200	Part-Time Salaries	15,835	15,000	16,200	15,000
14,100	Social Security & Medicare	4,926	5,062	6,967	6,876
14,200	Pension Contributions	2,518	2,559	3,744	3,744
15,100	Group Insurance	7,542	7,181	7,181	7,181
15,300	Worker's Compensation	3,261	3,925	3,925	3,925
15,400	Unemployment	3,047			
	Subtotal Personnel	87,640	84,900	112,894	111,602
22,100	Operating Materials & Supplies	41,294	35,000	40,000	40,000
31,100	Liability Insurance	168	197	197	197
31,600	Professional Services		1,500	1,000	1,000
33,100	Travel , Education & Training			200	200

35,300	Repairs & Maintenance	36,466	30,000	40,000	60,000
38,710	Other Expenses	837	40		
	Subtotal Charges & Services	78,765	66,737	81,397	101,397
42,100	Buildings & Improvement	19,475	2,522,000		
46,200	Equipment	3,174			
	Subtotal Capital Outlay	22,649	2,522,000	0	0
	Total: Building & Grounds Maint.	189,054	2,673,637	194,291	212,999

65 - Administration & General

12,100	Salaries	248,614	234,967	128,240	128,240
12,200	Part-Time Salaries	37,103	33,000	1,000	1,000
12,600	Cell Phone Stipend	1,273	1,280	1,280	1,280
14,100	Social Security & Medicare	21,329	20,597	9,985	9,985
14,200	Pension Contributions	10,826	11,748	6,412	6,412
15,100	Group Insurance	43,877	51,009	19,903	19,903
15,300	Worker's Compensation	1,043	1,256	1,256	1,294
	Subtotal Personnel	364,065	353,858	168,076	168,113
22,100	Operating Materials & Supplies	14,596	16,000	12,000	8,500
22,400	Pro-Shop Supplies	12,447			
22,800	Uniforms	752			
31,100	Liability Insurance	27,090	31,840	31,840	31,840
31,200	Copies	4,294	3,300	3,000	3,000
31,300	Maintenance Agreement	2,634	2,700	2,700	2,700
31,410	Accounting & Administration Fe	50,000	50,000	226,716	227,000
31,600	Professional Services	14,150	500		
33,100	Travel , Education & Training	318	700	500	500
33,600	Dues, Memberships & Subscript	582	531	550	550
34,100	Telephone	5,481	5,800	5,800	5,800
34,200	Natural Gas	52,647	67,200	80,000	80,000
34,300	Electricity	76,281	85,000	90,000	92,000
34,400	Trash Collections	2,300	2,200	2,400	2,400
34,500	Water Service	9,456	8,500	9,000	9,000
34,600	Sewer Service	2,973	3,000	4,000	4,000
35,100	Vehicle & Equipment Usage	6,595	6,595	3,900	3,900
35,200	Future Vehicle & Eq. Replaceme	6,630	6,630	3,000	3,000
38,500	IT	2,532	2,500	2,000	2,000
38,710	Other	2,377	488		
	Subtotal Charges & Services	294,135	293,484	477,406	476,190
46,200	Equipment	3,237	18,000	3,600	
	Subtotal Capital Outlay	3,237	18,000	3,600	0

Total: Administration & General	<u>661,437</u>	<u>665,342</u>	<u>649,082</u>	<u>644,303</u>
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90 - Non - Departmental

31,100	Liability Insurance	4,790	5,674	5,674	5,674
38,100	Bank Service Fees	4,794	6,500	7,500	7,500
38,715	Tabor Refund				
	Subtotal Charges & Services	<u>9,584</u>	<u>12,174</u>	<u>13,174</u>	<u>13,174</u>

Total: Non - Departmental	<u>9,584</u>	<u>12,174</u>	<u>13,174</u>	<u>13,174</u>
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Total - Recreation Center Fund	<u>2,305,580</u>	<u>4,274,984</u>	<u>2,084,788</u>	<u>2,107,992</u>
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2014 CITY WIDE CAPITAL IMPROVEMENTS FUND

BUDGET OF REVENUE AND EXPENSES

Summary:

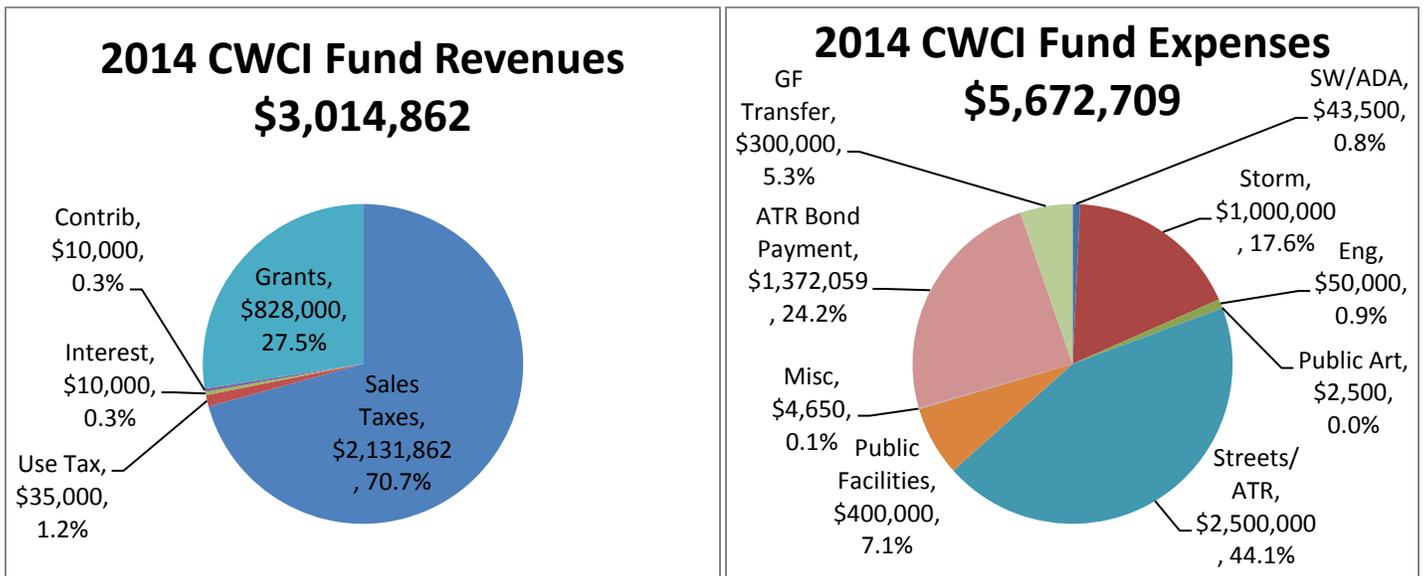
The City Wide Capital Improvements Fund (supported by a 1% Sales Tax) is used to pay for most capital improvement projects not captured in enterprise funds.

2013 Review:

- Replacement of median end treatments on Main Street
- Administration of CDBG grant for Phase 1 of the 2nd Street Storm Drain Improvements
- Replacement of damaged concrete infrastructure primarily on 5th and 6th Streets together with 6 cost share participants
- Restriping of City Streets

2014 Look Ahead:

- Completion of Phase 2 of 2nd Street Storm Drain Improvements after CDBG award
- Street overlay for Palmer Street from 1st to 5th
- Continuation of Concrete Replacement project including cost share program
- HVAC replacement at City Hall/PD
- Restriping of City Streets
- Finalize Stormwater Utility structure



Key Indicators: Non ATR Street Related Expenditures

	2008	2009	2010	2011	2012	2013 (estimated)
Streets	\$388,830	\$595,367	\$436,269	\$291,929	\$20,857	\$25,000
Concrete	\$48,243	\$34,392	\$34,732	\$47,810	\$27,574	\$23,500
Storm	\$285,914	\$40,947	\$26,216	\$44,296	\$15,264	\$378,000

City Wide Capital Improvements Fund - 19
Expenditures

Account #	Expenditure By Department	2012 Actual	2013 Estimated	2014 Budget	2015 Estimated
15 - Miscellaneous Engineering					
31600	Professional Services	69,025	50,000	50,000	50,000
	Total: Miscellaneous Engineering	<u>69,025</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
20 - Building Facade-Historic					
31600	Professional Services				
	Total: Building Facade-Historic	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
25 - Sidewalk Projects					
31600	Professional Services	12,305	10,000	20,000	20,000
	Subtotal Charges & Services	12,305	10,000	20,000	20,000
43400	Shared Replacement Costs	12,409	10,000	20,000	20,000
	Subtotal Capital Outlay	12,409	10,000	20,000	20,000
	Total: Sidewalk Projects	<u>24,714</u>	<u>20,000</u>	<u>40,000</u>	<u>40,000</u>
32 - Murals/Public Art					
31600	Professional Services	16,626	10,000	2,500	2,500
	Total: Murals/Public Art	<u>16,626</u>	<u>10,000</u>	<u>2,500</u>	<u>2,500</u>
36 - ADA Compliance					
31600	Professional Services	2,860	3,500	3,500	3,500
	Total: ADA Compliance	<u>2,860</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
37 - Public Facilities					
31600	Professional Services	1,129			
38710	Other Expenses	818			
42100	Land & Buildings	149		366,000	
43100	Capital Construction	0		400,000	
	Subtotal Capital Outlay	2,096	0	766,000	0
	Total: Public Facilities	<u>2,096</u>	<u>0</u>	<u>766,000</u>	<u>0</u>

City Wide Capital Improvements Fund - 19
Expenditures

Account #	Expenditure By Department	2012 Actual	2013 Estimated	2014 Budget	2015 Estimated
48 - Street Improvements Project					
31600	Professional Services	20,857	25,000	400,000	400,000
	Subtotal Charges & Services	20,857	25,000	400,000	400,000
	Total: Street Improvements Project	<u>20,857</u>	<u>25,000</u>	<u>400,000</u>	<u>400,000</u>
68 - Storm Water System Improvements					
31600	Professional Services	15,264	378,000	1,000,000	75,000
	Subtotal Charges & Services	15,264	378,000	1,000,000	75,000
	Total: Storm Water System Improvements	<u>15,264</u>	<u>378,000</u>	<u>1,000,000</u>	<u>75,000</u>
90 - CWCI Non-Departmental					
31100	Liability Insurance	3,497	4,140	4,140	4,140
38100	Bank Service Fees	780	750	750	750
38715	Tabor Refund	0			
	Subtotal Charges & Services	4,277	4,890	4,890	4,890
	Total: Non-Departmental	<u>4,277</u>	<u>4,890</u>	<u>4,890</u>	<u>4,890</u>
94 & 95 - Transfers/Contributions To Other Funds					
39002	Transfer To General Fund	350,000	300,000	300,000	300,000
39080	Transfer To Capital Projects Fl	0	0	2,100,000	
39090	Transfer To Debt Service Func	1,353,237	1,379,742	1,372,059	1,371,059
	Total: Transfers To Other Funds	<u>1,703,237</u>	<u>1,679,742</u>	<u>3,772,059</u>	<u>1,671,059</u>
	Total: City Wide Capital Improvements	<u>1,858,956</u>	<u>2,171,132</u>	<u>6,038,949</u>	<u>2,246,949</u>