

Recreation

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RECREATION DIVISION

Budget Highlights	FY 2018 Actual	FY 2019 Budget	FY 2020 Requested	% Change From FY 2019 Budget
<u>Expenses</u>				
Employee Expense	1,709,088	1,884,130	1,827,872	-3.0%
Supplies and Services	1,117,439	1,181,515	1,178,894	-0.2%
Machinery and Equipment	46,771	64,600	52,650	-18.5%
Debt Service	17,665	17,279	16,881	-2.3%
Total Expenses	2,890,963	3,147,524	3,076,297	-2.3%
<u>Resources</u>				
Operating Revenue	1,658,516	1,867,669	1,760,691	-5.7%
CDBG Funds	134,789	151,330	149,296	-1.3%
Sales Tax 20% for Debt Abatement	17,665	17,279	16,881	-2.3%
Total Resources	1,810,970	2,036,278	1,926,868	-5.4%
Property Tax Support	1,079,993	1,111,246	1,149,429	38,183
Percent Increase (Decrease)				3.4%
Percent Self Supporting	62.6%	64.7%	62.6%	
Personnel - Authorized FTE	46.64	46.86	48.00	

AMERICORPS

Budget Highlights	FY 2018 Actual	FY 2019 Budget	FY 2020 Requested	% Change From FY 2019 Budget
<u>Expenses</u>				
Employee Expense	311,494	320,105	385,622	20.5 %
Supplies and Services	13,578	13,730	13,542	(1.4)%
Total Expenses	325,072	333,835	399,164	19.6 %
<u>Resources</u>				
AmeriCorps Grant	181,987	240,813	239,713	(0.5)%
Private Participant	88,839	108,349	135,360	24.9 %
Total Resources	270,826	349,162	375,073	7.4 %
Property Tax Support	54,246	(15,327)	24,091	39,418
Percent Increase (Decrease)				-257.2 %
Percent Self Supporting	83.3%	104.6%	94.0%	
Personnel - Authorized FTE	1.00	1.00	1.00	

Improvement Package Summary

1 of 5

This decision package provides for the addition of a seasonal Recreational Field Supervisor (+0.07 FTE or 147 hours annually) and a seasonal Recreational Leader (+0.07 FTE or 147 hours annually) for the Miracle League Field. Construction for the Miracle League Field, an all-inclusive playground and renovated building, will begin in the spring of 2019. The Miracle League agreement requires that when the project is complete the Leisure Services Department will resume programming and maintenance of the entire facility. One of these programs will be the Miracle League which will consist of two 6-week baseball/softball programs to be run during the summer. The initial operating costs for this program are estimated at \$3,104 for the start-up equipment (bats, balls, helmets, other equipment) and \$6,644 to provide uniforms for 240 players (120 players per league), coaches and Angels/volunteers. This program would be administered by the current Recreation Supervisor and would include a new seasonal Field Supervisor position (NA-25F) as the onsite coordinator for the program and seasonal concession workers (NA-14D). Due to the nature of this program and based on other communities programs, this Miracle League would be provided free of charge. The recurring cost includes salaries (\$4,612), uniforms (\$6,644), concession food (\$1,000), and concession beverages (\$500). Recurring revenue includes concession food (\$2,200) and concessions beverage (\$1,000). This decision package supports the City Council Goals: Partnership for a Better Dubuque; Diverse Arts, Culture, Parks, and Recreation Experiences and Activities; Livable Neighborhoods. These positions are recommended effective May 1, 2020 to coincide with completion of the Miracle League Field.

Related Cost:	\$ 8,152	Tax Funds	Recurring	Recommend - Yes
Related Cost:	\$ 3,104	Tax Funds	Non-Recurring	Effective May 1, 2020
Related Revenue:	\$ 1,600	Concessions	Recurring	
Net Cost:	<u>\$ 9,656</u>			
Property Tax Impact:	\$ 0.0038	0.04%		
Activity:	Therapeutic Recreation			

2 of 5

This decision package provides for the purchase of a ¾ ton truck with a lift gate to be used by recreation and Multicultural Family Center staff to transport the Rec & Roll trailer as well as materials and supplies to programs and services. When the Rec & Roll trailer program began in FY 2018 (July 2017 through October 2017) it was in the community for 19 events and programs. This past 2018 season it became part of over 50 community events and programs and has proved to be a positive benefit for community and partner engagement. Testimonials from the community have expressed its positive impact on attracting participants and encouraging conversation. Currently, the trailer has been delivered and returned throughout Dubuque by the Park Division Manager and when available the Park Patrol, as they are the only Leisure Services staff available after hours with truck access. Due to the trailers demand, this has added over 200 hours to their everyday responsibilities. Having a Recreation Division vehicle able to haul the trailer, would divert those hours away from Park staff and allow for Recreation staff to provide that service. In addition, having a larger vehicle will also provide available transportation for staff to deliver seasonal brochures and program supplies. This vehicle can also provide for transportation for other City business like conferences, classes, and education which are now all being done with private vehicles.

The Multicultural Family Center also has a need for a vehicle for similar reasons. With the increase in community programming and events, Multicultural Family Center staff are constantly transporting supplies (especially on the weekends). Recurring cost is annual vehicle insurance and maintenance. This truck would also be wrapped with a similar design to the Rec & Roll Trailer which will serve as an additional marketing tool to create awareness of the Department and the trailer. This decision package supports the City Council Goals: Partnership for a Better Dubuque; Diverse Arts, Culture, Parks, and

Recreation Experiences and Activities; High-Performance City Organization (effective service delivery).

Related Cost:	\$ 36,700	Tax Funds	Non-Recurring	Recommend - No
Related Cost:	\$ 1,250	Tax Funds	Recurring	
Total Cost:	<u><u>\$ 37,950</u></u>			
Property Tax Impact:	\$ 0.0149	0.14%		
Activity:	Recreation Classes			

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This decision package provides funding for a new Therapeutic Recreation summer program at Veterans Memorial Park developed specifically for youth with various special needs. This request adds a seasonal Recreational Field Supervisor (+0.08 FTE or 168 hours annually) and seasonal Recreational Leaders (+0.26 FTE or 545 hours annually). With the new all-inclusive playground and upgraded facility provided by the Miracle League project, there is an opportunity to increase the amount of more equitable programs for community members with special needs. A new summer program developed specifically for youth with various special needs including but not limited to Autism, Asperger's, and other physical disabilities would be added. This 7-week program, 4 hours per day, would be developed and staffed with individuals trained in Therapeutic Recreation programming with the help of local partners and would include a seasonal Recreation Field Supervisor (NA-25F) and additional support staff (NA-14E). The program registration revenue is estimated to be \$4,500 annually. The additional 2 weeks of staff time to get to 9 weeks is for employee trianing and program planning.

Not knowing the exact timing of the completion of the upgraded facility and its contents, indoor programming during the colder months would result in another request for additional staff in the FY 2021 budget process. These positions are recommended effective May 1, 2020 to coincide with completion of the Miracle League Field. This decision package supports the City Council Goals: Partnership for a Better Dubuque; Diverse Arts, Culture, Parks, and Recreation Experiences and Activities; Connected Community.

Related Cost:	\$ 1,622	Tax Funds	Recurring	Recommend - Yes
Related Revenue:	\$ 720	Registration	Recurring	Effective May 1, 2020
Net Cost:	<u><u>\$ 902</u></u>			
Property Tax Impact:	\$ 0.0004	—%		
Activity:	Therapeutic Recreation			

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This decision package provides for four ruggedized laptops, wireless internet hotspot, and an annual maintenance support contract to create a mobile computer lab that would be housed at the Multicultural Family Center when not in use in the Rec and Roll trailer. A mobile computer lab would support the Leisure Services Department in providing equitable access to service information and opportunities through programmed registration events, job fairs for City jobs and information sharing at other community events where the Rec & Roll Trailer is located. In addition, with the expansion of the Multicultural Family Center, the current plans do not expand or relocate the computer lab. The ability to offer laptops would allow for greater access to computer service throughout the entire facility. This decision package supports the City Council Goals: Partnership for a Better Dubuque; Diverse Arts, Culture, Parks, and Recreation Experiences and Activities; Connected Community; Financially Responsible, High-Performance City Organization (effective service delivery).

Related Cost:	\$ 10,480	Tax Funds	Recurring	Recommend - No
Related Cost:	\$ 12,800	Tax Funds	Non-Recurring	
Total Cost:	<u><u>\$ 23,280</u></u>			
Property Tax Impact:	\$ 0.0092	0.09%		
Activity:	Recreation Administration			

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This decision package provides for an estimated \$7,370 increase in Golf operating revenue through annual pass rates and the creation of a new college pass for the Bunker Hill Golf Course. A \$10 increase has been proposed for all 6 annual pass categories (Individual, Individual Weekday, Couple, Weekday Couple, Family, and Junior). This increase in pass fees would provide an estimated \$1,370 in revenue. Also proposed is a new pass category for current college students with valid identification. This pass would be sold for \$300 for the season with an estimate of 20 college passes sold totaling \$6,000 in additional revenue. This decision package supports the City Council Goal(s): Financially Responsible. The following chart shows the change in season pass rates:

Season Pass	FY 2019	FY 2020	Increase
Individual	\$ 685	\$ 695	\$ 10
Weekday Individual	\$ 585	\$ 595	\$ 10
Couple	\$ 870	\$ 880	\$ 10
Weekday Couple	\$ 770	\$ 780	\$ 10
Family	\$ 970	\$ 980	\$ 10
College ID Pass (New)	N/A	\$ 300	N/A

Related Revenue	<u><u>\$ 7,370</u></u>	Golf Fees	Recurring	Recommend - Yes
Property Tax Impact:	<u><u>\$ (0.0029)</u></u>	(0.03)%		
Activity:	Golf Operations			

Significant Line Items

Employee Expense

1. FY 2020 employee expense reflects a 1.5% wage package increase.
2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2019. The employee contribution of 6.29% is unchanged from FY 2019.
3. The City portion of health insurance expense decreased from \$1,193 in FY 2019 to \$921 in FY 2020 per month per contract which results in an annual cost savings of \$41,445 or 22.77%.
4. Workers Compensation decreased from \$36,315 in FY 2019 to \$32,551 in FY 2020. The Iowa Workers Compensation law changed effective July 1, 2017. This law change reduced the amount of liability employers incur for certain work-related injuries. FY 2018 actual was \$41,616.
5. Sick leave payout decreased from \$8,111 in FY 2019 to \$0 FY 2020.

Supplies & Services

6. Sales Tax collected on goods and services decreased from \$51,503 in FY 2019 to \$49,163 in FY 2020. FY 2018 actual was \$47,611. This line item is off-set by the revenue for sales tax collected.

7. Electrical Utility Expense decreased from \$88,771 in FY 2019 to \$73,249 in FY 2020 based on FY 2018 actual.
8. Natural Gas Utility Expense increased from \$26,872 in FY 2019 to \$31,712 in FY 2020 based on FY 2018 actual.
9. Property Maintenance increased from \$36,865 in FY 2019 to \$44,151 in FY 2020. FY 2018 actual was \$35,508. The increase is due to recurring sinkholes throughout Bunker Hill golf course, golf course lift station issues and contracted tree removal. This line item traditionally represents payments towards swimming pool maintenance, golf course grounds maintenance, Marina Maintenance and Allison Henderson/Comiskey Park maintenance.
10. Off Road Vehicle Fuel decreased from \$80,992 in FY 2019 to \$73,220 to FY 2020 and Diesel Fuel increased from \$12,000 in FY 2019 to \$25,782 in FY 2020 based on a 30% mark-up from fuel diesel revenue. This expenditure represents fuel sold to boaters at the Port of Dubuque Marina and is offset by \$130,000 in revenue from the sale of fuel.
11. Turf Chemicals unchanged from \$30,031 in FY 2019 to \$30,031 in FY 2020. FY 2018 actual was \$28,333.
12. Food Products decreased from \$47,781 in FY 2019 to \$42,126 in FY 2020 based on current year's sales. FY 2018 actual was \$43,725. This budget is offset by the revenue from sales of this product.
13. Beer Products decreased from \$61,997 in FY 2019 to \$54,566 in FY 2020 based on current year's sales. FY 2018 actual was \$54,115. This budget is offset by the revenue from sales of this product.
14. Beverage and Ice decreased from \$27,189 in FY 2019 to \$24,303 in FY 2020 based on current year's sales. FY 2018 actual was \$19,334. This budget is offset by the revenue from sales of this product.
15. Credit Card Charges decreased from \$24,387 in FY 2019 to \$21,937 in FY 2020 based on FY 2018 actual.
16. Program Equipment and Supplies increased from \$72,611 in FY 2019 to \$74,213 in FY 2020. This line item includes the Third Grade Level Reading Program for \$26,020 and the remainder of the budget is for concession supplies, bases, basketballs, volleyballs, nets, first-aid supplies, trophies, and other playground equipment.
17. Pro Shop Merchandise increased from \$38,500 in FY 2019 to \$52,153 in FY 2020 based on current demand for special order through the golf course. FY 2018 actual was \$56,631. This budget is offset by the revenue from Pro Shop Sales, golf fee revenue, Event revenue and Certificates.
18. Game Officiating Services decreased from \$42,000 in FY 2019 to \$36,670 in FY 2020 due to changing the process that softball games are scheduled due to the lower number of teams. FY 2018 actual was \$35,992.
19. Machinery and Equipment Rental increased from \$38,005 in FY 2019 to \$41,511 in FY 2020 based on FY 2018 actual. This line item is for the lease payments on sixty golf carts, tournament golf carts, beverage carts and cart maintenance, portable restroom rentals.

20. Pay to Other Agency increased from \$144,922 in FY 2019 to \$147,605 in FY 2020. The AmeriCorps Playground program was reduced \$2,986 due to no longer required to pay Boys and Girls Club for the summer food program and Recreation Classes increased \$5,108 due to the addition of all contractual programs now budgeted in this line item. This line item represents the Four Mounds Day Camp (\$44,450), ice rental (\$10,000), AmeriCorp 3rd Grade Reading (\$20,000), AmeriCorp Playground Programs (\$30,000), Hills and Dales Senior Center (\$18,200), Iowa State University Extension programs (\$2,000), Northeast Iowa School of Music (\$3,000), Recreation Classes (Creative Adventure Labs Partnership, Montessori Cooperative classes, Dubuque County Extension Contracted Classes) (\$17,808), therapeutic and after school programs facility payments for off site programs (\$1,624), and after school sports programs at Prescott and Lincoln (\$523).

Machinery & Equipment

21. Equipment replacement items include (\$52,650):

<u>Recreation Administration</u>	
Smart Phone	\$ 550
Security Cameras	\$ —
<u>Golf Maintenance</u>	
Sand Rake	\$ 9,000
Greens Roller	\$ 4,000
Greens Mower	\$ 26,000
Table Saw	\$ 600
Aerator	\$ 9,500
<u>Swimming</u>	
Deck Chair (18)	\$ 2,000
Flora/Sutton Security Cameras	\$ —
Masks	\$ 1,000
Total Equipment \$ 52,650	

Debt Service

22. FY 2020 Annual debt service is as follows (\$16,881):

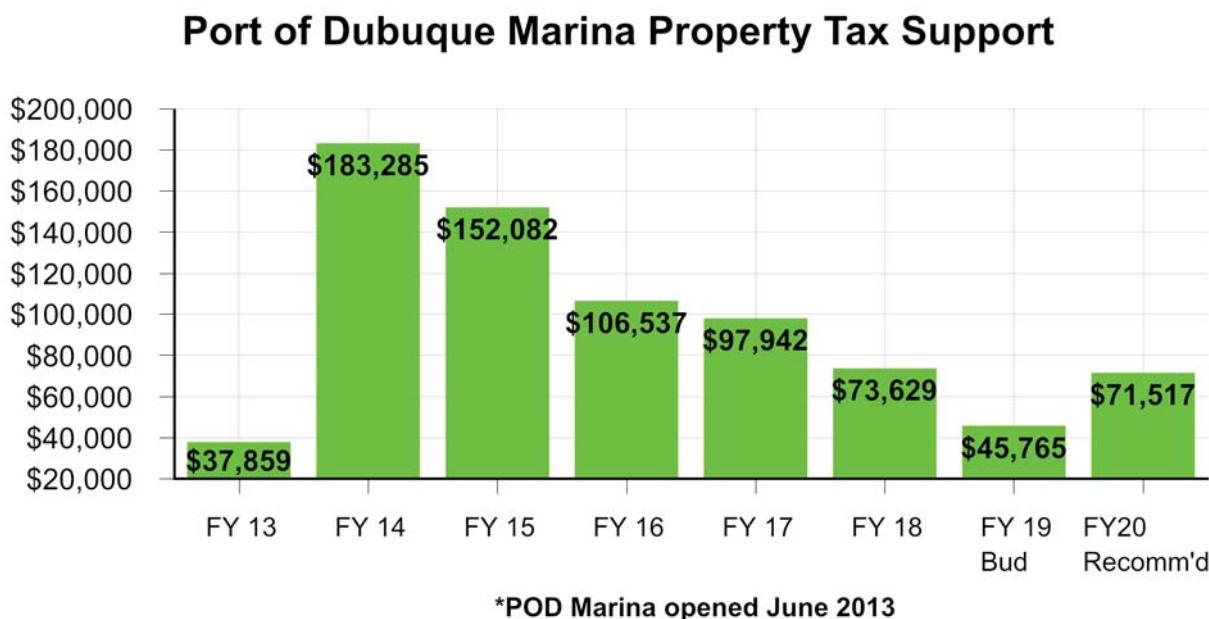
Amount	Debt Series	Payment Source	Purpose	Final Payment Year	Call Date
\$ 1,526	2012D G.O.	Sales Tax 20%	Recreation Improvements	2027	2019
\$ 1,269	2012E G.O.	Sales Tax 20%	Recreation Improvements	2022	2018
\$ 14,086	2014B G.O.	Sales Tax 20%	Recreation Improvements	2034	2021
\$ 16,881 Total Recreation Annual Debt Service					

Revenue

23. Total revenue for Golf Operations and Maintenance decreased from \$983,563 in FY 2019 to \$917,492 in FY 2020.
 - a. Golf Cart Rentals decreased from \$227,650 in FY 2019 to \$217,510 in FY 2020 based on FY 2018 actual \$211,110 plus 3%.
 - b. Golf Beer Sales decreased from \$134,843 in FY 2019 to \$127,556 in FY 2020 based on FY 2018 actual of \$127,556.
 - c. Pro Shop Sales decreased from \$72,977 in FY 2019 to \$64,543 in FY 2020 based on FY 2018 Actual of \$64,543.
 - d. Golf Fees decreased from \$379,039 in FY 2019 to \$349,491 in FY 2020 based on the number of rounds played and passes sold during FY 2018. FY 2018 Actual was \$330,637.
 - e. Golf event revenue decreased from \$46,680 in FY 2019 to \$39,142 in FY 2020 based on FY 2018 actual.
24. Swimming revenue increased from \$352,486 in FY 2019 to \$359,215 in FY 2020.
 - a. Swimming Annual Passes decreased from \$99,866 in FY 2019 to \$92,055 in FY 2020 based on prior two years of participant numbers. FY 2018 actual was \$84,949.
 - b. Flora Daily Fees increased from \$85,428 in FY 2019 to \$85,666 in FY 2020 based on prior two years of participant numbers. FY 2018 actual was \$82,707.
 - c. Sutton Daily Fees decreased from \$31,984 in FY 2019 to \$31,170 in FY 2020 based on prior two years of participant numbers. FY 2018 actual was \$30,902.
 - d. Pool Concessions decreased from \$55,000 in FY 2019 to \$51,000 in FY 2020 based on prior two years. FY 2018 actual was \$46,622.
 - e. Swim Lesson Registrations increased from \$64,000 in FY 2019 to \$80,294 in FY 2020 based on registrations for lifeguarding increasing from 33 registrations in FY 2019 to 75 registrations in FY 2020 (+\$9,720), aquatots registrations increasing by 45 (+\$1,020), and preschool registrations increasing by 63 (+\$2,835). FY 2018 actual was \$68,811
25. Adult Athletics revenue decreased from \$109,249 in FY 2019 to \$100,508 in FY 2020.
 - a. Softball Entry Fees decreased from \$56,399 in FY 2019 to \$52,208 in FY 2020 based on 7 less teams in summer softball league budgeted. FY 2018 actual was \$51,994.
 - b. Basketball Entry Fees decreased from \$33,600 in FY 2019 to \$30,600 in FY 2020 based on 5 less teams in adult basketball league budgeted.
26. Youth Sports revenue increased from \$35,161 in FY 2019 to \$41,929 in FY 2020.
 - a. After School Sports increased from \$23,690 in FY 2019 to \$30,630 in FY 2020 based on an increase of 360 participants due to increased interest and offering more programs. FY 2018 actual was \$25,442.
27. Port of Dubuque Marina revenue decreased from \$239,669 in FY 2019 to \$208,278 in FY 2020 .
 - a. Marina Fuel Sales is decreased from \$140,000 in FY 2019 to \$130,000 in FY 2020. This line item is based on the expense budget of fuel plus a 30% mark-up. FY 2018 actual was \$125,037 and FY 2017 was \$114,166.
 - b. Marina Dock Fees is decreased from \$58,605 in FY 2019 \$47,390 in FY 2020. This line item is based on the current year's sales as well as the current interest in seasonal slip rentals. FY 2018 actual was \$25,070 and FY 2017 was \$26,975.

c. Marina Beverage and Ice Sales is decreased from \$11,000 in FY 2019 \$7,500 in FY 2020. This line item is based on the current year's sales and on average a 50% mark0up on the cost of the product. FY 2018 actual was \$6,621 and FY 2017 was \$9,149.

28. The following chart shows the history of property tax support for the Port of Dubuque Marina:



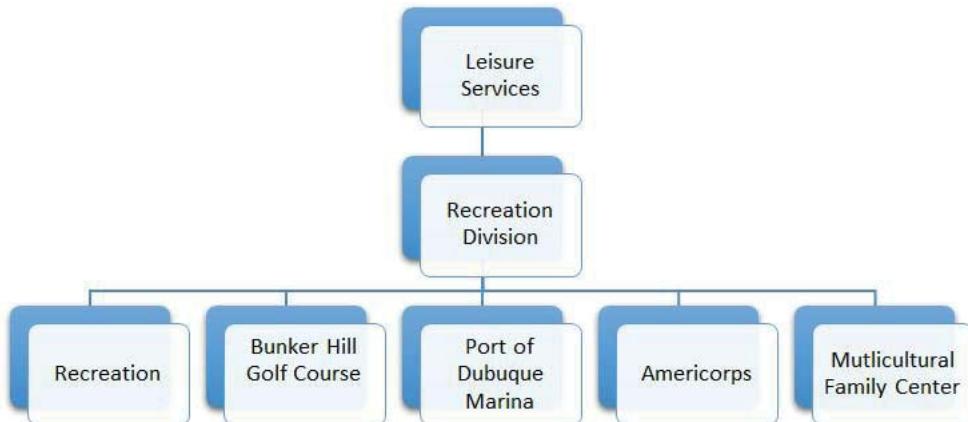
Miscellaneous

29. The FY 2020 percent self-supporting for the various Recreation Activities compared to FY 2019 percent self-supporting is as follows:

Activity	FY 2020	FY 2019
Adult Athletics	74.9%	74.3%
McAleece Concessions	144.2%	122.8%
Youth Programs	16.9%	20.8%
Therapeutic Recreation	35.5%	15.0%
Recreation Classes	72.7%	75.8%
Swimming	67.4%	67.6%
Golf	101.5%	106.1%
Port of Dubuque Marina	74.4%	84.0%

LEISURE SERVICES RECREATION DIVISION

The Recreation Division encourages community participation by providing equitable, progressive, accessible, and affordable opportunities through our parks, facilities, and recreation programming.



Vision: Creating OPPORTUNITIES to enhance and improve the QUALITY OF LIFE for the residents of Dubuque.

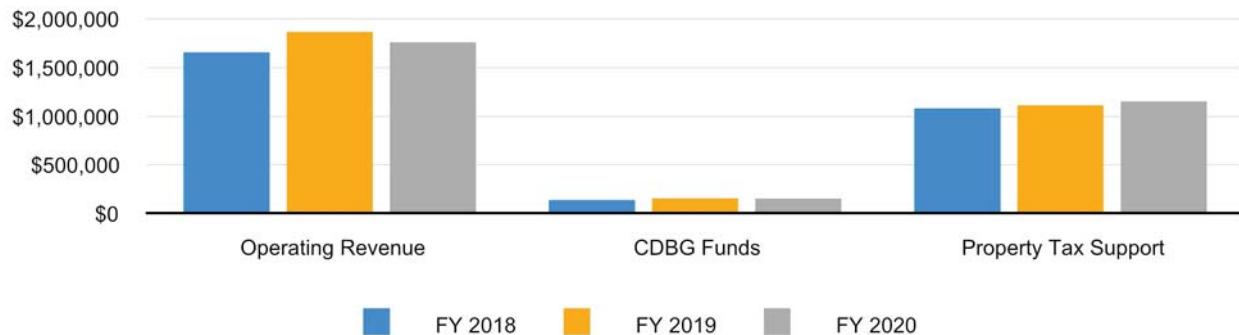
SUCCESS IS ABOUT PLANNING, PARTNERSHIPS AND PEOPLE LEADING TO OUTCOMES



LEISURE SERVICES RECREATION DIVISION

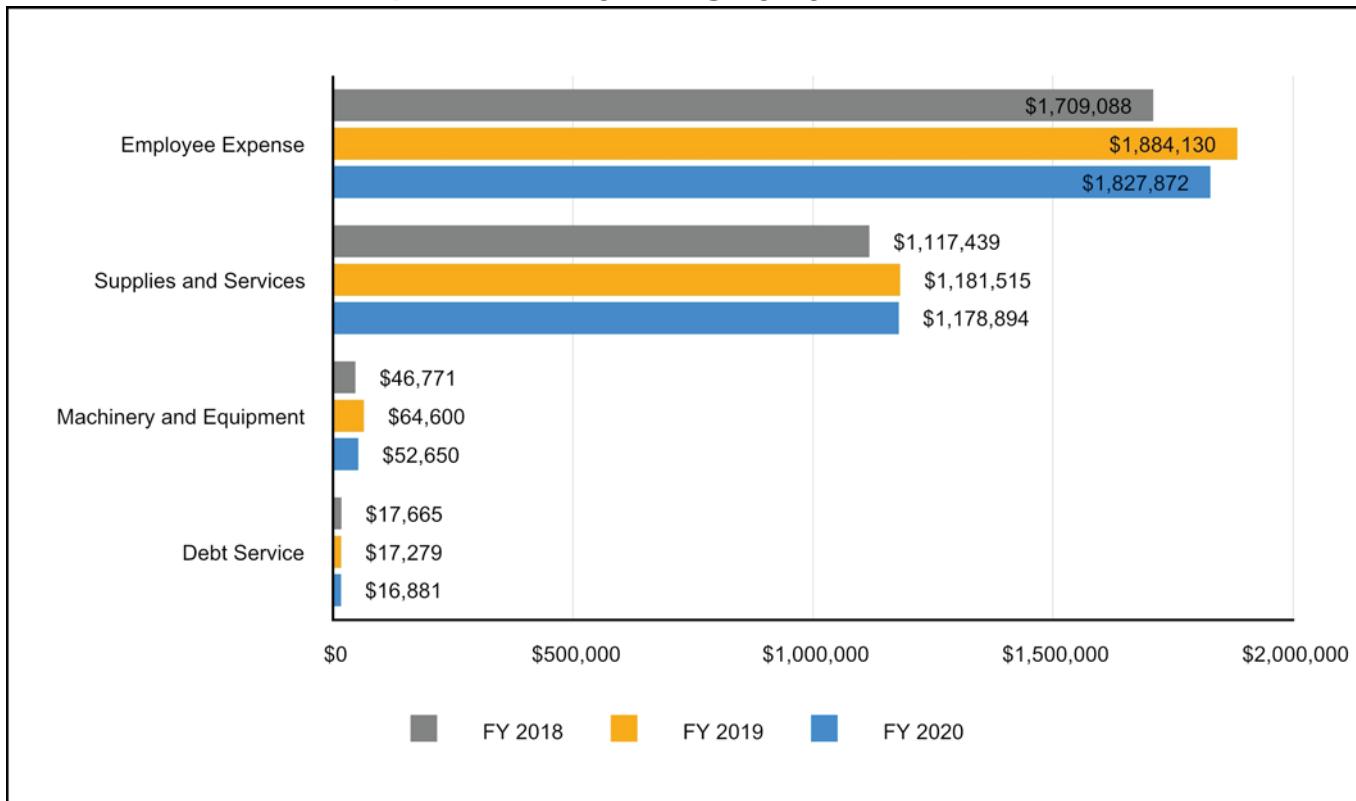
	FY 2018	FY 2019	FY 2020
Full-Time Equivalent	46.64	46.86	48.00

Resources and Property Tax Support



The Recreation Division is supported by 48.00 full-time equivalent employees, which accounts for 59.42% of the department expense as seen below. Overall, the department's expenses are expected to decrease by 2.26% in FY 2020 compared to FY 2019.

Expenditures by Category by Fiscal Year



LEISURE SERVICES RECREATION DIVISION

Recreation Programming

Overview

The Recreation Division develops a variety of recreational activities and job OPPORTUNITIES to provide the citizens of Dubuque equitable, safe, wholesome, healthy and enjoyable use of leisure time and to broaden their awareness and knowledge of recreational OPPORTUNITIES by planning, developing, directing and supervising the activities of the Recreation Division.

There is a clear effort to increase awareness of the department and to work with the community to bridge programming and marketing gaps. This will be done through an equity lens increasing the quality of the seasonal brochures, an increase in a social media presence, the constant review of policies and procedures, and through partnerships with the School District, Library, and the local transit system.

Recreation programs include early childhood enrichment programs for children ages 18 months to 6 years old, youth and adult programs such as swim, karate, dance, athletics and music, as well as Therapeutic and Neighborhood recreation programs.



Recreation Programming Funding Summary			
	FY 2018 Actual	FY 2019 Budget	FY 2020 Requested
Expenditures	\$1,735,278	\$1,899,557	\$1,857,703
Resources	\$626,019	\$649,207	\$639,596

LEISURE SERVICES

RECREATION DIVISION

Recreation Programming Position Summary	
	FY 2020
Lead Secretary	0.60
Facilities Supervisor	0.33
Secretary - FT	1.00
Recreation Program Supervisor	2.00
Aquatic/Therapy Supervisor	1.00
Leisure Services Manager	0.33
Recreation Division Manager	1.00
Clerical Assistant	0.22
Recreation Leader	6.11
Recreation Leader - CDBG	0.00
Recreation Field Supv	2.83
Recreation Field Supv. - CDBG	0.61
Recreation Leader Jr.	0.92
Playground Coordinator	0.20
Assist. Playground Coordinator	0.10
After School Sports Coordinator	0.41
Pre-School Instructor	0.12
Pre-School Instructor - CDBG	0.72
Swimming Pool Manager	1.35
Head Lifeguard	0.44
Lifeguard	8.63
Pool Cashier	1.01
Concession Worker - Pools	1.04
Concession Worker- McAleece	0.19
Concession Manager	0.40
Snack Bar Manager	0.20
Laborer - Youth Sports	0.09
Laborer - Swimming	0.48
Laborer - Adult Athletics	0.75
Total FT Equivalent Employees	33.08

Highlights of the Past Year

- Rec & Roll Trailer was a big hit with the community's youth as it increased its visits from 16 in FY'18 to over 50 in FY'19 to department and community special events including outdoor movies, music in the park events, COP Street games, and other community sponsored events. It also served as a conversation starter with many members of the community allowing staff to engage and talk about the Department and other City offerings.

LEISURE SERVICES RECREATION DIVISION

- Offered consistent evening summer programming for at risk youth ages 14 to 18 which averaged over 20 participants night.
- Offered a 2nd year of the Scholarship program for up to 150 low-income families providing OPPORTUNITIES and improved access to programs and services.
- The Boys and Girls club secured additional funding for low-income youth summer food programs which has provided breakfast, lunch, snack and dinner to qualified playground locations free of charge to the participant and City.
- Offered a fully translated Spanish version of the Fall 2018 Leisure Services Guide.



Future Initiatives

- To support safe neighborhoods, there will be increased programming in downtown neighborhoods to encourage community usage of parks.
- Continue partnerships to accomplish Community Solutions Action Plan for the Campaign for Grade Level Reading.
- The increase and development of Therapeutic Recreation Programs for community members with special needs with the partnership of the Miracle League and the upgraded facility space at Veterans Memorial Park.
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LEISURE SERVICES RECREATION DIVISION

- Development of future programs tied into Bee Branch project and other local natural resources to inform and introduce urban youth to nature and its benefits.

Performance Measures

Recreation - Activity Statement

Provide diverse, affordable, safe, accessible, beneficial and fun programs and events to the community in order to increase QUALITY OF LIFE OPPORTUNITIES.



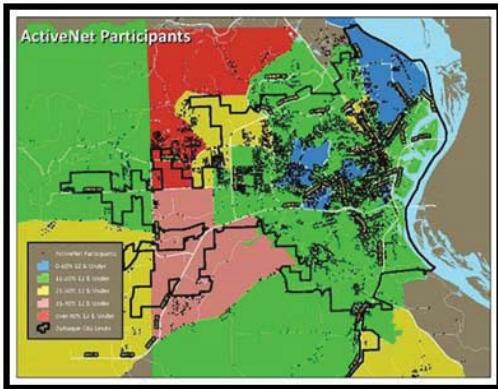
Goal: Experiences and Activities



Outcome# 1: Improve the QUALITY OF LIFE for all residents of Dubuque by expanding and enhancing organized recreation activities.

What does this mean to the citizens of Dubuque? The positive impact of participating in recreational activities goes beyond improving physical and mental health; there are also social and equitable benefits such as strengthening communities and promoting social bonds. Recreational activities for youth enhances development, education and deters negative behavior.

LEISURE SERVICES RECREATION DIVISION



Over 16,000
Unique Addresses
Served

Over the last 6 years program participation has increased by 63%. This equates to an additional 3.75 registrants per programs offered each year. These programs help children learn, explore, socialize and more. Each seasonal brochure is available to view on the website at www.cityofdubuque.org/recreation. Expanding online registration OPPORTUNITIES by allowing for applicants to pre-register has provided 24-hour access to register for programs as well as renew memberships in the comfort of your own home. Online options reduce the time spent by reception staff having to input registrations/memberships as well as the wait times for those who prefer to register in-person.



63%

Increase in program participation from 2013 to 2018

3.75

More registrants per program from 2013 to 2018

LEISURE SERVICES RECREATION DIVISION



Goal: Partnership for a Better Dubuque

Outcome #2: Develop, increase, and retain partnerships in order to provide **QUALITY** and affordable program **OPPORTUNITIES** for the citizens.

What does this mean to the citizens of Dubuque? Quality partnerships result in an increase in program offerings, professional services, and often lower fees.

Staff expands these programming areas in an effort to reach a new population and/or niche in the community. Due to limited facilities, staff works to develop partnerships to accomplish these new recreation **OPPORTUNITIES**. In some cases, staff works with these local partners to connect with other partners in order to improve upon their services. These partnerships included but are not limited to:

- AmeriCorps
- Multicultural Family Center
- Creative Adventure Lab
- Dubuque Adventurers
- Iowa State Extension
- Black Men's Coalition
- Four Mounds
- Unified Therapy
- Loras, Clarke, UD, and UNI
- Swiss Valley
- Mississippi River Museum
- SportAbility of Iowa
- Dubuque Karate Club
- Dubuque Dream Center



30+
Partnerships in 2018



Goal: Robust Local Economy

Outcome #3: Develop and provide quality entry level job **OPPORTUNITIES** for both youth and adults within the community.

LEISURE SERVICES RECREATION DIVISION

What does this mean to the citizens of Dubuque? For many individuals, recreation jobs are their first experience in the working world. Not only does this experience provide life lessons for future positions, but they also help to put money back into the economy. The total salaries for just the seasonal jobs alone of **\$710,076** account for **23%** of the operating budget. Over the years, individuals who have worked part-time for the Leisure Services Department have gone on in their careers to be doctors, lawyers, dentists, teachers, engineers and recreation supervisors here in Dubuque. In addition to the use of seasonal staff for programming, local contractors are also used to provide various services. These can include athletic officials, local businesses, local non-profits, individual program instructors, etc. In total, over \$194,000 is budgeted to pay out to these instructors in FY20.



Outcome #4: To provide accessible, affordable, educational, and positive programming for those who may not have the financial resources to participate.

What does this mean to the citizens of Dubuque? Expanding/Enhancing upon traditional programming to make them more current and increase OPPORTUNITIES for social interaction and learning.

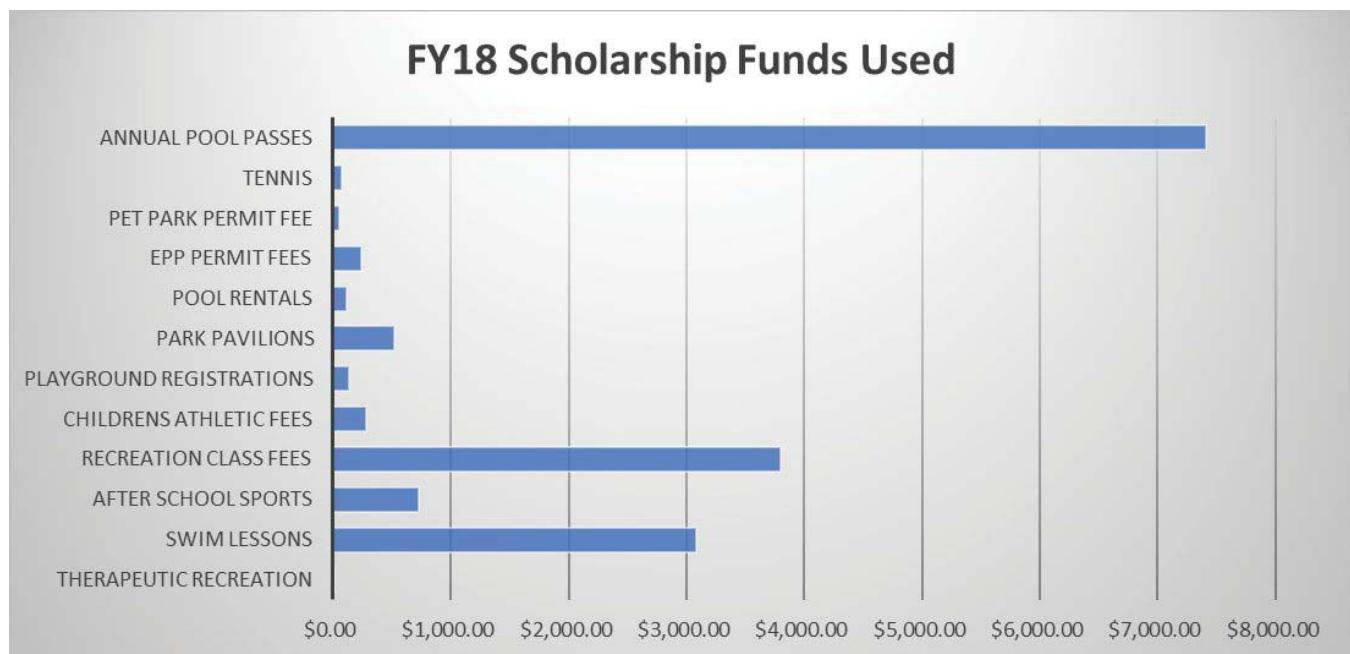


Partnering with AmeriCorps to provide our local youth with learning OPPORTUNITIES throughout the summer, the Playground Explorations Program reaches more youth on a daily basis each year. As a result, more local youth are exposed to reading, math, science, engineering, and art on a daily basis during the summer months.

LEISURE SERVICES RECREATION DIVISION

In the summer of 2018 the Recreation Division offered 43 free programs (playgrounds excluded) to those who qualified as low-income. The programs included summer preschool, sports camps, youth enrichment, martial arts, and outdoor adventure. 35 of these programs were located in Comiskey Park, Jackson Park, Prescott School, and the Bee Branch area. Over 500 participants who qualified as low-income were served through these programs this summer. This equates to 85% of the total registrants served by these programs in the summer of 2018.

2017 was the start of the scholarship program. The goal of this program is to provide greater access to non-free classes that low-income families may not have registered for in the past. In FY18 there were again \$18,750 worth of CDBG funded credits for low-income qualified families to use on any of the Departments programs and services. This equates to 150 available scholarships worth \$125 each. All 150 scholarships were issued in FY18. 88% of these credits were redeemed in FY18. That is a 28% increase from FY17. The following chart shows how these funds were spent on full price programs and services.



Our public swimming pools serve the greatest cross section of the Dubuque Community in terms of age, income level, and demographics (both in terms of residence and race). Annual usage of the pools averages over 100,000 in daily attendance. Of all swim passes sold in 2018, over 50% were purchased by low-income residents.

LEISURE SERVICES RECREATION DIVISION

Bunker Hill Golf Course

Overview

Bunker Hill Golf Course located in the rolling hills of Central Dubuque is a fun and challenging 18 - hole golf course. Visitors will be greeted daily by a warm and friendly staff ensuring high customer service levels along with many programs and offerings available for enjoyment.

Bunker Hill Golf Course functions as an Enterprise Fund utilizing user fees to support operational costs and capital improvements. Income includes regular green fees, cart rentals, season passes, league fees, and concession sales.



Bunker Hill Golf Course Funding Summary			
	FY 2018 Actual	FY 2019 Budget	FY 2020 Requested
Expenditures	\$867,953	927,054	903,718
Resources	\$858,887	983,563	917,492

Bunker Hill Golf Course Position Summary	
	FY 2020
Golf Course Supervisor	1.00
Golf Professional	0.94
Assistant Golf Professional	1.36
Pro Shop Attendant	0.80
Concession Worker	0.84
Golf Course Technician - FT	1.00
Golf Course Technician - PT	0.72
Laborer	2.20
Concession Manager	0.84
Total FT Equivalent Employees	9.70

Highlights of the Past Year

- Expanded partnership with Boys and Girls Club from 4 to 6 sessions, serving on average 7 kids per session

LEISURE SERVICES RECREATION DIVISION

- Increase in marketing and relationship building through social media and daily interaction with community resulted in an increase in female participation in lessons
- Increase in league team participation on average of 2 teams per league
- Increase in new (first-time Bunker Hill pass holders) annual passes sold by 17

Future Initiatives

- Increase efforts concentrating on continued growth of youth and adult program offerings through instruction, event play, leagues and social golf
- Increase usage of all Social Media outlets. Revamp Bunker Hill website page for communication on all events and results. Increase email notifications resulting in customer awareness of all programs offered for the upcoming seasons
- Continue with upgrading Bunker Hill Golf Course and Clubhouse amenities and services thus enhancing overall experience for daily patrons

LEISURE SERVICES RECREATION DIVISION

Performance Measures

Bunker Hill Golf Course - Activity Statement

Provide a high QUALITY golf OPPORTUNITY by providing excellent customer service, maintaining course conditions and offering affordable golf on a self-sustaining basis.



Goal: Financially Responsible, High Performance Organization

Outcome #1: Increase awareness of Bunker Hill Golf Course and annual programs through expanded Social Media marketing outlets such as Facebook, Twitter and an updated user friendly website along with increased email notifications.

What does this mean to the citizens of Dubuque?

Bringing attention to Bunker Hill Golf Course through these marketing practices will help to ensure increased growth in the game of golf and usage of the course as well as all programs provided thus providing a greater financial return. These marketing efforts will also increase revenues in the clubhouse rentals and potential programming during the winter months.



As an enterprise fund within the City, the course generates enough revenue in user fees and sales to cover the operating costs. Any excess funds go into an “enterprise” account for the golf course to be used towards improvements to the course. This structure means that citizen tax dollars are not being used to fund the daily operation as well as most capital projects.

Outcome #2: Employ an energized staff to expand upon golf lesson programs offered to grow the game of golf and promote hospitality through quality customer service practices.

What does this mean to the citizens of Dubuque? Golf is a sport with participation of all ages. It is a lifelong sport that keeps people active and contributes to ones Quality of Life. Gracious hospitality will help insure that golfing and visiting Bunker Hill Golf Course is a pleasurable experience resulting in increased utilization.

LEISURE SERVICES RECREATION DIVISION

The future growth in the game of golf relies heavily on expanded youth and adult programs. As part of LEAP program students from, Jefferson, Washington and Roosevelt signed up to take free golf lessons through the golf course. Through initiatives with the Boys and Girls Club kids from low-income backgrounds are being introduced to the game. Locally, PGA Jr. League is being introduced to kids which has provided an increased family experience. In addition, adult clinics, leagues and tournament programs are being offered to insure increased participation and introduce golfers to new experiences.

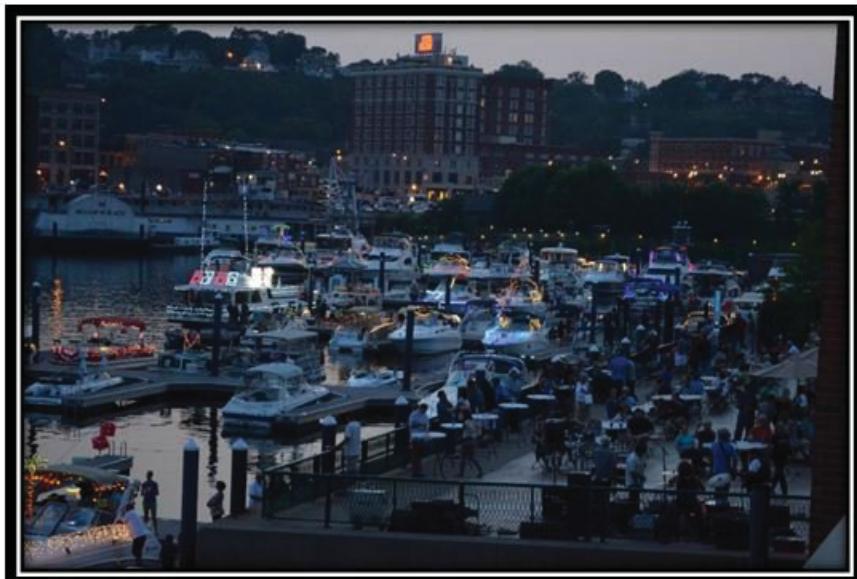


Port of Dubuque Marina

Overview

The Port of Dubuque Marina is a 78-slip transient marina drawing visitors to Dubuque from as far North as Minneapolis, Minnesota, as far South as Fort Lauderdale, Florida and many places in-between. The marina operates as a hotel on water, providing visiting boats with dock space, electricity, clean showers, laundry, guest Wi-Fi and concierge service from staff. From the marina, visitors are within walking distance of dining, lodging, a casino, shopping, entertainment, the National Mississippi River Museum & Aquarium and Dubuque's Mississippi Riverwalk.

The marina amenities building operates as the guest check-in desk for visiting boaters, as well as a convenience store along the river. The convenience store offers ice cream, souvenirs, clothing apparel, snacks, bottled water, wine, beer, ice and public restrooms.



LEISURE SERVICES RECREATION DIVISION

Port of Dubuque Marina Funding Summary			
	FY 2018 Actual	FY 2019 Budget	FY 2020 Requested
Expenditures	\$251,867	\$285,434	\$279,795
Resources	\$178,239	\$239,669	\$208,278

Port of Dubuque Marina Position Summary	
	FY 2020
Facilities Supervisor - Dock	0.33
Facilities Supervisor - C-Store	0.34
Marina Cashier/Clerk	0.83
Dock Worker	0.58
Total FT Equivalent Employees	2.08

Highlights of the Past Year

- Partnership with the riverboat Twilight increased foot traffic and awareness of convenience store.
- Implementation of seasonal slip rentals added over \$2,000 to dock revenue in shortened marketing season for this amenity.
- Increased and improved directional signage for the marina docks and convenience store in the Port of Dubuque through renovations of road way finding signs and installation of riverwalk way finding signs.



Future Initiatives

- Market and promote the marina with a combination of traditional print advertisement and digital media.
- Increase free screenings of Movies in the Port utilizing the department's Rec & Roll Trailer, inflatable movie screen and projector.

Performance Measures

Port of Dubuque Marina - Activity Statement

To provide QUALITY, first class amenities, products, and customer service for both local and transient boaters as well as serve as an economic gateway as visitors transition from water to land to tour the city of Dubuque and all it has to offer.

LEISURE SERVICES RECREATION DIVISION



Outcome#1: Become a more visible and highly recognizable location.

What does this mean to the citizens of Dubuque?

Visitors to the marina utilize the docks as a staging point for their stay in Dubuque and to explore the City's amenities. Guests of the marina visit the casinos, restaurants, theaters, shops, and museums. The more visitors who come to the marina result in a greater economic impact on the community as a whole.



At the end of the 2016 season, a survey was sent to guests who had spent at least one night docked in the marina. The survey gathered a 30% response rate from marina guests. 84% of survey responders visited two or more Dubuque restaurants or bars while docked at the marina. The economic impact of the marina guests extends beyond the Port of Dubuque, 77% of survey responders visited a downtown Dubuque business or attraction including retail shops, entertainment venues, markets and festivals.



LEISURE SERVICES RECREATION DIVISION



Goal: Financially Responsible, High Performance Organization 

Outcome #2: Increase overall sales in the convenience store and additional revenue OPPORTUNITIES through programs and partnerships.

What does this mean to the citizens of Dubuque? The more revenue that can be generated through the facility, the greater the decrease in the funds (tax dollars) needed to offset the operation costs. This decrease in tax support means that these funds can be used in other areas throughout the city.

52%

Reduction in Tax Support from
FY 2015 to FY 2018.

LEISURE SERVICES RECREATION DIVISION

AmeriCorps

Overview



City of Dubuque

AmeriCorps is a national service program that engages Americans of all ages and backgrounds in service to meet a community's critical need. Communities apply for the AmeriCorps grant and receive federal funding to implement an AmeriCorps program in their community. Locally, AmeriCorps Partners in Learning Program has been in Dubuque since 2000 and has always focused around the community's needs in education. The City of Dubuque sponsors the AmeriCorps Partners in Learning Program and has since 2007. The program's largest grant is focused around Dubuque's Campaign for Grade-Level Reading. In April 2016, AmeriCorps Partners in Learning was approved under the Iowa Reading Corps bill by the Iowa Commission of Volunteer Service and the Iowa Department of Education. The program has also focused efforts in the areas of teen programming, healthy futures and environmental stewardship.

AmeriCorps Funding Summary			
	FY 2018 Actual	FY 2019 Budget	FY 2020 Requested
Expenditures	\$325,072	\$333,835	\$399,164
Resources	\$270,826	\$349,162	\$375,073

AmeriCorps Position Summary	
	FY 2020
AmeriCorps Program Director	1.00
Total FT Equivalent Employees	1.00

LEISURE SERVICES RECREATION DIVISION

AmeriCorps

AmeriCorps members receive a modest, bi-weekly living allowance, an education award, meaningful work and life experience, networking opportunities, and a chance to be engaged in their community. The City of Dubuque's program includes a diverse group of citizens ranging from high school graduates to retirees. The program currently recruits, trains, and places Dubuque community members as AmeriCorps members in the following locations:



Playground Exploration
Program
Teen Exploration Program

Youth Education &
Empowerment Program

Summer Story Time Programs



12 Elementary Schools
Summer Reading Academy

Summer Heroes Academy

Summer Youth Program

Highlights of the Past Year

- Collected impactful data to demonstrate the positive impact the AmeriCorps program has on Dubuque's Campaign for Grade-Level Reading.
- Implemented an interactive reading program in 12 neighborhood parks through the Leisure Service summer playgrounds (Playground Explorations).
- Partnered with 12 Dubuque Community Elementary Schools to tutor 1,043 K-3rd struggling readers.
- Approved for year 2 of 3 of the competitive federal grant.
- Approved for a new planning grant focused on AmeriCorps Program Development in the areas of Healthy Futures, Environmental Stewardship and teen programming.
- Approved for a 2nd year of the summer-only formula grant for teen programming.

Future Initiatives

- Tutor over 1,500 DCSD K-3rd grade students and improve reading scores for more than 600 DCSD students throughout the school year.
-

LEISURE SERVICES RECREATION DIVISION

- Continue to partner with community organizations to provide quality summer learning programs to thousands of Dubuque youth.
- Enhanced schools and neighborhood parks by having quality role models present to Dubuque youth throughout the entire year.
- Develop and implement AmeriCorps support to organizations focusing on health, wellness, environmental stewardship and teen programming.

Performance Measures

AmeriCorps - Activity Statement

Children in Dubuque will have a strong QUALITY of LIFE with the support of AmeriCorps members as Academic Reading Tutors during the school year and Summer Leaders during the summer months.

In June 2018, AmeriCorps members, Allison Prada and Cathy Waddick, received the Iowa Governor's Volunteer Award from Governor Kim Reynolds. Allison and Cathy both served 4 terms with AmeriCorps Partners in Learning.

(Photo: Cathy Waddick with Governor Reynolds)



LEISURE SERVICES RECREATION DIVISION

AmeriCorps



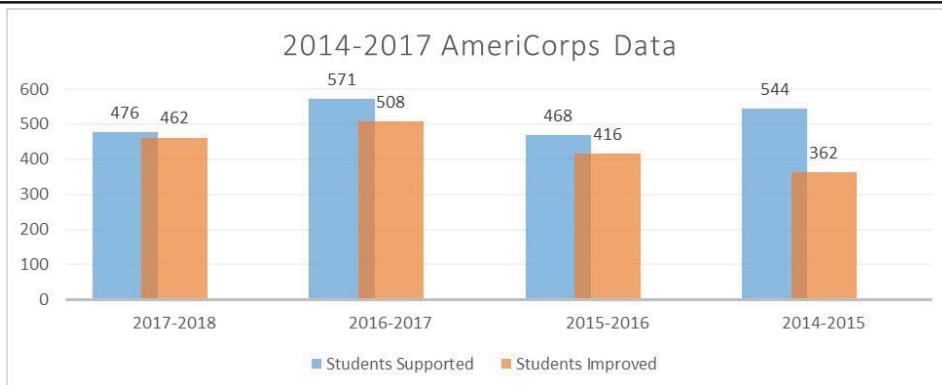
Outcome #1: Tutor K-3rd grade students in reading so all students read at grade level by third grade.

What does this mean to the citizens of Dubuque?

Reading at a 3rd grade level by 3rd grade is a critical milestone for youth. Up until 3rd grade, students are focused on learning to read. After 3rd grade, students transition into reading to learn. If a child is not proficient in reading by 3rd grade, they will struggle to read science, math, and social studies textbooks -- leading to long-term academic struggles. Studies show students who are not reading proficiently by 3rd grade are more likely to not graduate high school. Without a high school diploma, individuals struggle with gaining meaningful employment and advancing their skill level.



89% (508/571) K-3rd grade Dubuque Community School District students who were tutored by AmeriCorps improved their reading score from the fall 2016 to the spring 2017.



LEISURE SERVICES RECREATION DIVISION

AmeriCorps

Outcome #2: Provide Dubuque Youth with safe, caring, adult role models so youth want to attend school, after-school programs and summer programs.

What does this mean to the citizens of Dubuque?

Research shows students are more likely to attend school when they feel connected to a caring adult who cares if they show up or not. Youth cannot learn if they are not in school. Therefore, consistent attendance is critical to a student's academic success. Regular school attendance is also a learned behavior, which translates into an individual's regular workplace attendance.



87.5% (35/40) of Dubuque Teens supported by AmeriCorps Crew Leaders in the Multicultural Family Center's Youth Education & Empowerment Program successfully graduated from the program in Summer 2018.



LEISURE SERVICES RECREATION DIVISION

AmeriCorps



Goal: Partnership for a Better Dubuque

Outcome: During the summer months, kids are engaged in stimulating, educational activities surrounded by positive role models.

AmeriCorps members supported quality summer learning opportunities to over 1,000 youth and teens during the summer 2018.

- 38 AmeriCorps members tutored K-3rd grade students in Dubuque Community School District.
- 12 AmeriCorps members tutored K-3rd grade students in Dubuque Community School District's Summer Reading Academy.
- 8 AmeriCorps members engaged youth in organized educational and recreational programming in Leisure Services' Playground Exploration Program in 12 neighborhood parks
- 5 AmeriCorps members tutored K-3rd grade students in St. Mark Youth Enrichment's Summer Heroes Academy.
- 2 AmeriCorps members created and implemented reading programs at the Carnegie Stout Public Library and Dubuque Child Care Centers.
- 2 AmeriCorps members support reading and enrichment programming at the Dream Center.
- 5 AmeriCorps members led teens as Crew Leaders in the Multicultural Family Center's YEEP Program. (See Multicultural Family Center's Performance Measures)
- 4 AmeriCorps members engaged teens in organized educational and recreational programming in Leisure Services' Teen Program in 2 neighborhood parks and at the MultiCultural Family Center.
- AmeriCorps members also provided the support to the following: Movies in the Park, Juneteenth, Music in Jackson Park, National Night Out, and Back to School Bash.



LEISURE SERVICES RECREATION DIVISION

AmeriCorps

What does this mean to the citizens of Dubuque?

Dubuque youth and teens were provided educational, enriching opportunities in the summer. Many of these opportunities would not have been available if it wasn't for summer partners. Summer programs are often most critical for students in poverty and students with the highest academic and social needs. When Dubuque youth have educational, enriching opportunities in the summer, they are able to start the next school year with very little learning loss.

To learn more about AmeriCorps Partners
in Learning visit our website at
www.cityofdubuque.org/american

Recommended Operating Revenue Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY17 Actual Revenue	FY18 Actual Revenue	FY19 Adopted Budget	FY20 Recomm'd Budget
100	43243	CAMPING FEES	26,975	25,070	58,605	47,390
100	43249	RENT,SLATTERY CENTER	13,279	13,479	13,279	13,275
100	43250	GOLF CART RENTALS	224,608	211,110	227,650	217,510
43	USE OF MONEY AND PROPERTY - Total		264,862	249,659	299,534	278,175
100	51190	CUSTOMER CREDITS	38	396	0	0
100	51516	DIESEL FUEL SALES	0	25,389	20,000	24,700
100	51536	FUEL SALES MARINA	114,166	99,648	120,000	105,300
100	51927	LOTTERY SALES	1,744	1,138	1,744	1,138
100	51930	SWIMMING-FLORA POOL	92,423	82,707	85,428	85,666
100	51931	SWIMMING-HEMP POOL	228	584	228	0
100	51932	SWIMMING-SUTTON POOL	34,880	30,902	31,984	31,170
100	51933	SWIMMING ANNUAL PASSES	89,999	84,949	99,866	92,055
100	51934	SWIM LESSON REGISTRATION	61,816	68,811	64,000	80,294
100	51935	SWIMMING POOL RENTAL	15,237	14,463	15,950	19,030
100	51936	SWIM POOL CONCESSIONS	50,051	46,622	55,000	51,000
100	51937	GOLF FEES	348,079	332,642	382,545	351,496
100	51938	GIFT CERTIFICATES-GOLF	(32,886)	(43,360)	0	0
100	51939	TENNIS FEES	270	5,429	5,429	5,289
100	51940	TENNIS COURT RESERVATIONS	72	0	0	0
100	51942	SOFTBALL ENTRY FEES	55,462	51,994	56,399	52,208
100	51943	FIELD RENTAL FEES	9,271	9,745	9,750	7,500
100	51944	BASKETBALL ENTRY FEES	34,966	30,930	33,600	30,600
100	51945	VOLLEYBALL ENTRY FEES	10,183	8,835	9,300	10,000
100	51946	AFTER SCHOOL SPORTS	23,549	25,442	23,690	30,630
100	51949	ART FEES	50,962	55,243	50,962	50,962
100	51950	VARIOUS PROGRAM FEES	6,622	7,646	10,350	14,477
260	51950	VARIOUS PROGRAM FEES	4,770	4,675	4,770	4,675
100	51951	CHILDRENS ATHLETIC FEES	10,403	5,148	2,480	3,650
100	51953	MEETING ROOM FEES	2,125	1,645	3,450	3,450
100	51954	PLAYGROUND REG FEES	2,645	2,397	3,762	2,560
100	51955	OTHER RENTS/CONCESSIONS	250	92	250	120
100	51959	BEER	179,172	165,680	183,843	170,189
100	51960	FOOD	51,129	47,060	62,477	48,075
100	51962	LIQUOR	24,349	26,049	26,687	26,049
100	51963	CATERING	2,702	5,087	2,702	5,087
100	51965	EVENTS REVENUE	46,680	39,142	46,680	39,142
100	51966	PRO SHOP SALES	77,702	69,057	77,977	69,543
100	51967	BEVERAGES/ICE	44,057	41,084	52,767	42,722
100	51968	CIGARETTE SALES	2,382	1,277	2,500	1,100
100	51989	GIFT CARD-GOLF	0	9,819	0	9,819
51	CHARGES FOR SERVICES - Total		1,415,497	1,358,366	1,546,570	1,469,696
100	53102	PRIVATE PARTICIPANT	6,600	8,300	8,200	8,100
100	53204	IOWA FUEL TAX REFUND	985	915	985	915
100	53530	SPECIALIZED SERVICES	266	348	430	340
100	53605	MISCELLANEOUS REVENUE	9,288	34,822	12,220	1,140
260	53605	MISCELLANEOUS REVENUE	0	(46)	0	0
100	53615	DAMAGE CLAIMS	0	2,695	0	0
100	53620	REIMBURSEMENTS-GENERAL	1,925	2,336	0	0
53	MISCELLANEOUS - Total		19,064	49,370	21,835	10,495
100	54106	EQUIPMENT SALES	10,500	5,750	4,500	7,000
54	OTHER FINANCING SOURCES - Total		10,500	5,750	4,500	7,000
400	59350	FR SALES TAX CONSTRUCTION	16,485	17,665	17,279	16,881
59	TRANSFER IN AND INTERNAL - Total		16,485	17,665	17,279	16,881
RECREATION DIVISION - Total			1,726,409	1,680,810	1,889,718	1,782,247

Recommended Operating Expenditure Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY17 Actual Expense	FY18 Actual Expense	FY19 Adopted Budget	FY 20 Recomm'd Budget
100	61010	FULL-TIME EMPLOYEES	607,855	573,907	612,640	626,513
100	61020	PART-TIME EMPLOYEES	110,781	108,079	112,907	96,695
260	61020	PART-TIME EMPLOYEES	38	0	0	0
100	61030	SEASONAL EMPLOYEES	657,605	575,282	659,170	675,701
260	61030	SEASONAL EMPLOYEES	35,042	34,119	49,288	44,475
100	61050	OVERTIME PAY	3,101	4,881	3,800	3,800
100	61071	HOLIDAY PAY-OVERTIME	31	0	0	0
100	61091	SICK LEAVE PAYOFF	19,327	4,817	8,111	0
100	61092	VACATION PAYOFF	0	4,521	0	0
100	61310	IPERS	84,367	76,437	92,945	91,291
260	61310	IPERS	2,587	2,484	2,857	2,643
100	61320	SOCIAL SECURITY	105,899	95,332	106,844	107,308
260	61320	SOCIAL SECURITY	2,684	2,610	3,770	3,403
100	61410	HEALTH INSURANCE	173,787	173,787	170,719	129,274
100	61415	WORKMENS' COMPENSATION	37,073	39,680	34,645	31,139
260	61415	WORKMENS' COMPENSATION	1,857	1,936	1,670	1,412
100	61416	LIFE INSURANCE	520	477	535	570
100	61417	UNEMPLOYMENT INSURANCE	25,887	8,504	22,581	12,000
100	61640	SAFETY EQUIPMENT	295	407	500	500
100	61650	MEAL ALLOWANCE	6	0	0	0
100	61660	EMPLOYEE PHYSICALS	1,141	1,828	1,148	1,148
61 - WAGES AND BENEFITS			1,869,882	1,709,088	1,884,130	1,827,872
100	62010	OFFICE SUPPLIES	3,853	5,502	5,658	4,495
260	62010	OFFICE SUPPLIES	0	194	100	194
100	62011	UNIFORM PURCHASES	5,588	5,372	7,692	7,850
100	62030	POSTAGE AND SHIPPING	6,063	11,719	7,018	7,898
260	62030	POSTAGE AND SHIPPING	0	998	998	1,028
100	62050	OFFICE EQUIPMENT MAINT	0	0	200	200
100	62061	DP EQUIP. MAINT CONTRACTS	6,502	6,248	7,006	6,448
100	62062	JANITORIAL SUPPLIES	10,133	11,594	10,385	11,619
260	62062	JANITORIAL SUPPLIES	266	334	300	334
100	62090	PRINTING & BINDING	10,292	10,767	10,619	11,606
260	62090	PRINTING & BINDING	0	0	195	195
100	62110	COPYING/REPRODUCTION	2,157	1,826	2,182	1,986
100	62130	LEGAL NOTICES & ADS	878	1,344	853	0
100	62140	PROMOTION	12,312	16,028	21,216	21,216
100	62170	SUBSCRIPTIONS-BOOKS-MAPS	528	127	528	555
100	62190	DUES & MEMBERSHIPS	2,266	2,092	2,756	2,759
100	62204	REFUNDS	2,316	1,367	831	0
100	62205	DRAM SHOP INSURANCE	7,881	7,685	8,276	8,071
100	62206	PROPERTY INSURANCE	12,302	12,661	10,845	11,251
100	62208	GENERAL LIABILITY INSURAN	17,270	16,587	17,754	15,901
260	62208	GENERAL LIABILITY INSURAN	430	354	375	415
100	62210	SALES TAX	46,991	47,611	51,503	49,163

Recommended Operating Expenditure Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY17 Actual Expense	FY18 Actual Expense	FY19 Adopted Budget	FY 20 Recomm'd Budget
100	62211	PROPERTY TAX	1,991	2,006	2,106	1,997
100	62310	TRAVEL-CONFERENCES	5,721	5,765	4,152	4,152
100	62320	TRAVEL-CITY BUSINESS	921	324	1,313	1,558
100	62340	MILEAGE/LOCAL TRANSP	4,907	4,426	5,995	6,122
260	62340	MILEAGE/LOCAL TRANSP	0	2,070	0	0
100	62360	EDUCATION & TRAINING	5,798	6,405	7,541	8,849
100	62411	UTILITY EXP-ELECTRICITY	79,387	73,248	88,771	73,249
100	62412	UTILITY EXP-GAS	25,593	31,712	26,872	31,712
100	62418	UTILITY EXP-REFUSE	1,046	1,518	1,046	1,574
100	62421	TELEPHONE	7,359	7,438	7,394	7,443
100	62431	PROPERTY MAINTENANCE	52,201	35,508	36,865	44,151
100	62433	CUSTODIAL SERVICES	6,045	7,927	8,367	7,838
260	62433	CUSTODIAL SERVICES	1,658	2,646	3,300	2,646
100	62436	RENTAL OF SPACE	13,925	240	245	240
100	62511	FUEL, MOTOR VEHICLE	13,921	14,683	14,200	14,683
100	62512	FUEL, OFF ROAD VEHICLE	75,329	73,220	80,992	73,220
100	62513	FUEL, DIESEL	13,345	25,782	12,000	25,782
100	62601	LOTTERY TICKETS	1,911	(2,268)	1,911	1,911
100	62602	CIGARETTES	2,175	849	2,800	1,000
100	62611	MACH/EQUIP MAINTENANCE	19,284	17,457	19,376	20,005
100	62614	EQUIP MAINT CONTRACT	2,156	3,114	3,282	3,298
100	62624	GOLF SPECIALTY SUPPLIES	18,346	16,658	10,065	18,068
100	62627	CAMERA MAINTENANCE	0	546	0	573
100	62633	CHLORINE	11,062	10,153	14,757	10,458
100	62634	POOL CHEMICALS	8,939	11,666	8,939	12,016
100	62635	TURF CHEMICALS	30,031	28,333	30,031	30,031
100	62642	FOOD PRODUCTS	45,706	43,725	47,781	42,126
100	62643	BEER PRODUCTS	55,662	54,115	61,997	54,566
100	62644	LIQUOR PRODUCTS	6,702	5,184	6,702	5,184
100	62649	BEVERAGE/ICE	25,976	19,334	27,189	24,303
100	62663	SOFTWARE LICENSE EXP	15,919	13,254	17,378	10,041
100	62664	LICENSE/PERMIT FEES	4,205	4,267	5,167	5,222
100	62666	CREDIT CARD CHARGE	23,834	21,937	24,387	21,937
100	62667	DATA SERVICES	1,083	2,259	8,260	3,434
100	62668	PROGRAM EQUIP/SUPPLIES	40,823	35,066	54,115	54,443
260	62668	PROGRAM EQUIP/SUPPLIES	12,616	17,593	18,496	19,770
100	62670	PRO SHOP MERCHANDISE	26,221	56,631	38,500	52,153
100	62678	EDUCATIONAL MATERIALS	1,978	27	1,978	1,400
100	62683	FIELD OPERATIONS SUPPLIES	2,632	1,021	1,482	1,482
100	62699	CASH SHORT AND OVER	46	(45)	0	0
100	62716	CONSULTANT SERVICES	1,699	480	5,000	5,000
		CRIMINAL BACKGROUND CHECK				
100	62717	CRIMINAL BACKGROUND CHECK	4,873	5,472	5,800	5,800
260	62731	MISCELLANEOUS SERVICES	0	0	0	3,000

Recommended Operating Expenditure Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY17 Actual Expense	FY18 Actual Expense	FY19 Adopted Budget	FY 20 Recomm'd Budget
100	62732	TEMP HELP/CONTRACT SERV.	1,935	0	1,935	1,935
100	62735	GAME OFFICIATING SERVICES	34,951	34,192	40,000	34,870
260	62735	GAME OFFICIATING SERVICES	1,800	1,800	2,000	1,800
100	62736	CATERING SERVICES	2,320	3,580	2,320	3,580
100	62747	MACH/EQUIPMENT RENTAL	36,088	41,511	38,005	41,511
100	62751	INSTRUCTORS	65,606	74,274	68,131	71,348
100	62761	PAY TO OTHER AGENCY	69,909	71,831	76,941	79,624
260	62761	PAY TO OTHER AGENCY	57,917	67,652	67,981	67,981
100	62767	ENVIRON. TESTING/MON.	360	320	360	500
100	62785	GIFT CARDS	0	124	0	124
62 - SUPPLIES AND SERVICES			1,091,935	1,117,439	1,181,515	1,178,894
100	63311	ADMIN. OVERHEAD	83,375	85,043	85,043	85,043
100	63312	LESS ADMIN. RECHARGES	(83,375)	(85,043)	(85,043)	(85,043)
63 - ADMIN/OVERHEAD/STORES GAR			0	0	0	0
100	71211	DESKS/CHAIRS	173	1,351	0	0
100	71212	SIDE CHAIRS	0	840	0	0
100	71213	TABLES	0	387	0	0
100	71328	TRAILERS	14,188	0	1,300	0
100	71410	SHOP EQUIPMENT	0	191	0	600
100	71522	TRUCKSTER	18,140	17,980	0	0
100	71550	MISCELLANEOUS EQUIPMENT	4,025	0	0	0
100	71610	CUSTODIAL EQUIPMENT	11,163	0	0	0
100	71611	MOWING EQUIPMENT	42,300	17,076	14,000	26,000
100	71613	TRIMMERS	325	0	0	0
100	71615	LEAF BLOWER	0	3,750	0	0
100	71617	AERATOR	0	0	4,500	9,500
100	71619	OTHER MAINT. EQUIPMENT	0	1,646	42,000	13,000
100	72113	OTHER SAFETY EQUIPMENT	770	0	0	1,000
100	72310	CONCESSION EQUIPMENT	39	3,196	0	0
71 - EQUIPMENT			99,553	46,771	64,600	52,650
400	74111	PRINCIPAL PAYMENT	12,646	14,215	14,240	14,265
400	74112	INTEREST PAYMENT	3,840	3,450	3,039	2,616
74 - DEBT SERVICE			16,485	17,665	17,279	16,881
34 - RECREATION DIVISION TOTAL			3,077,855	2,890,963	3,147,524	3,076,297

Recommended Expenditure Budget Report by Activity & Funding Source

34 - RECREATION DIVISION

POD CSTORE OPERATION - 30550

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
EQUIPMENT	3,157	800	—
SUPPLIES AND SERVICES	60,611	77,335	73,998
WAGES AND BENEFITS	43,721	54,442	50,537
POD CSTORE OPERATION	107,489	132,577	124,535
POD DOCK MAINTENANCE - 30560			

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
SUPPLIES AND SERVICES	109,925	107,259	112,327
WAGES AND BENEFITS	34,453	45,598	42,933
POD DOCK MAINTENANCE	144,379	152,857	155,260
RECREATION ADMIN. - 34100			

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
ADMIN/OVERHEAD/STORES GAR	(85,043)	(85,043)	(85,043)
EQUIPMENT	1,704	—	550
SUPPLIES AND SERVICES	129,952	147,712	142,785
WAGES AND BENEFITS	607,694	629,206	595,659
RECREATION ADMIN.	654,307	691,875	653,951
GOLF OPERATIONS - 34200			

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
EQUIPMENT	—	2,000	—
SUPPLIES AND SERVICES	223,746	215,558	225,117
WAGES AND BENEFITS	196,043	211,870	207,802
GOLF OPERATIONS	419,789	429,428	432,919
GOLF MAINTENANCE - 34250			

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
ADMIN/OVERHEAD/STORES GAR	30,759	30,759	30,759
EQUIPMENT	40,643	61,800	49,100
SUPPLIES AND SERVICES	98,063	94,471	98,830
WAGES AND BENEFITS	278,699	310,596	292,110
GOLF MAINTENANCE	448,165	497,626	470,799
SWIMMING - 34300			

FUNDING SOURCE: GENERAL

Recommended Expenditure Budget Report by Activity & Funding Source

34 - RECREATION DIVISION

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
ADMIN/OVERHEAD/STORES GAR	29,155	29,155	29,155
EQUIPMENT	—	—	3,000
SUPPLIES AND SERVICES	162,392	184,835	174,560
WAGES AND BENEFITS	298,592	317,169	325,921
SWIMMING	490,139	531,159	532,636
ADULT ATHLETICS	- 34400		

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
ADMIN/OVERHEAD/STORES GAR	25,129	25,129	25,129
SUPPLIES AND SERVICES	65,563	75,072	68,607
WAGES AND BENEFITS	33,507	46,774	40,416
ADULT ATHLETICS	124,198	146,975	134,152
MCALEECE CONCESSIONS	- 34410		

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
EQUIPMENT	40	—	—
SUPPLIES AND SERVICES	27,275	31,565	27,726
WAGES AND BENEFITS	12,642	14,564	11,553
MCALEECE CONCESSIONS	39,957	46,129	39,279
YOUTH SPORTS PROGRAMS	- 34420		

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
SUPPLIES AND SERVICES	59,060	68,910	69,132
WAGES AND BENEFITS	99,886	132,981	179,342
YOUTH SPORTS PROGRAMS	158,946	201,891	248,474
THERAPEUTIC&AFTER SCHOOL	- 34430		

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
SUPPLIES AND SERVICES	8,951	6,873	7,471
WAGES AND BENEFITS	56,705	52,111	17,420
THERAPEUTIC&AFTER SCHOOL	65,656	58,984	24,891
RECREATION CLASSES	- 34460		

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
EQUIPMENT	1,227	—	—
SUPPLIES AND SERVICES	78,262	78,180	80,978
WAGES AND BENEFITS	5,996	11,234	12,246

Recommended Expenditure Budget Report by Activity & Funding Source

34 - RECREATION DIVISION

RECREATION CLASSES	85,486	89,414	93,224
CD TARGET AREA PROG.	- 34500		

FUNDING SOURCE: COMMUNITY DEVELOPMENT

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
SUPPLIES AND SERVICES	75,440	75,545	79,163
WAGES AND BENEFITS	41,149	57,585	51,933
CD TARGET AREA PROG.	116,589	133,130	131,096
DEBT SERVICE	- 34700		

FUNDING SOURCE: DEBT SERVICE

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
DEBT SERVICE	17,665	17,279	16,881
DEBT SERVICE	17,665	17,279	16,881
SENIOR CENTER	- 79180		

FUNDING SOURCE: COMMUNITY DEVELOPMENT

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
SUPPLIES AND SERVICES	18,200	18,200	18,200
SENIOR CENTER	18,200	18,200	18,200
RECREATION DIVISION TOTAL \$	2,890,963.37 \$	3,147,524.00 \$	3,076,297.00

Recommended Expenditure Budget Report by Activity & Funding Source

31 - AMERICORPS

AMERICORP 13/14	- 34910
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FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
SUPPLIES AND SERVICES	1,097	555	—
WAGES AND BENEFITS	19,924	330	—
AMERICORP 13/14	21,020	885	—
AMERICORP NONGRANT	- 34911		

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
SUPPLIES AND SERVICES	—	—	575
WAGES AND BENEFITS	2,536	1,674	5,030
AMERICORP NONGRANT	2,536	1,674	5,605
AMERICORP SUPP 12/13	- 34912		

FUNDING SOURCE: GENERAL

Recommended Expenditure Budget Report by Activity & Funding Source

31 - AMERICORPS

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
EQUIPMENT	3,175	—	—
SUPPLIES AND SERVICES	11,104	2,755	—
WAGES AND BENEFITS	261,053	54,169	—
AMERICORP SUPP 12/13	275,332	56,924	—
AMERICORP AARA	- 34914		

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
SUPPLIES AND SERVICES	—	10,420	12,553
WAGES AND BENEFITS	—	263,932	352,204
AMERICORP AARA	—	274,352	364,757
AMERICORP SUPP 10/11	- 34916		

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
SUPPLIES AND SERVICES	4	—	—
WAGES AND BENEFITS	—	—	—
AMERICORPS 14/15	4	—	—
AMERICORP 11/12	- 34918		

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
EQUIPMENT	—	—	—
SUPPLIES AND SERVICES	1,373	—	—
WAGES AND BENEFITS	27,981	—	—
AMERICORP 11/12	29,354		
AMERICORP 3 - 34917			

FUNDING SOURCE: GENERAL

Account	FY18 Actual Expense	FY19 Adopted Budget	FY20 Recomm'd Budget
SUPPLIES AND SERVICES	—	—	414
WAGES AND BENEFITS	—	—	28,388
AMERICORP 3	—	—	28,802
AMERICORPS TOTAL \$	328,246.84 \$	333,835.00 \$	399,164.00

CITY OF DUBUQUE, IOWA
DEPARTMENT DETAIL - PERSONNEL COMPLEMENT

34 RECREATION DIVISION

FD	JC	WP-GR	JOB CLASS	FY 2018		FY 2019		FY 2020	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
61010 Full Time Employee Expense									
100	3375	GE-41	LEISURE SERVICES MANAGER	0.33	\$ 36,679	0.33	\$ 37,229	0.33	\$ 38,080
100	5075	GE-36	RECREATION DIVISION MANAGER	1.00	\$ 84,185	1.00	\$ 85,704	1.00	\$ 88,277
100	2975	GE-33	GOLF COURSE SUPERVISOR	1.00	\$ 75,273	1.00	\$ 76,402	1.00	\$ 78,150
100		GE-33	ACQUATIC/THERAP REC SUPV	1.00	\$ 73,123	1.00	\$ 74,219	1.00	\$ 76,145
100		GE-33	FACILITIES SUPERVISOR	1.00	\$ 68,382	1.00	\$ 58,637	1.00	\$ 59,967
100	5000	GE-33	RECREATION PROGRAM SUPV	2.00	\$ 144,095	2.00	\$ 146,256	2.00	\$ 149,718
100			DIR MULTICULTURAL FAMILY CENTER	1.00	\$ 67,511	1.00	\$ 72,295	1.00	\$ 74,429
100	1310	GE-29	ASST DIR MULTICULTURAL FAM CTR	1.00	\$ 57,771	1.00	\$ 58,638	1.00	\$ 60,117
100	200	GE-26	LEAD SECRETARY	0.60	\$ 31,022	0.60	\$ 31,488	0.60	\$ 30,673
100	1185		AMERICORP PROGRAM DIRECTOR	1.00	\$ 53,343	1.00	\$ 54,995	1.00	\$ 61,252
100	225	GE-25	SECRETARY	1.00	\$ 48,587	1.00	\$ 49,315	1.00	\$ 50,441
100		GD-06	GOLF COURSE TECHNICIAN	1.00	\$ 52,510	1.00	\$ 53,390	1.00	\$ 55,062
100	2205	GD-06	MAINTENANCE WORKER	0.00	\$ —	0.00	\$ —	0.00	\$ —
TOTAL FULL TIME EMPLOYEES				11.93	\$ 792,481	11.93	\$ 798,568	11.93	\$ 822,311
61020 Part Time Employee Expense									
100		GD-06	MAINTENANCE WORKER	0.00	\$ —	0.00	\$ —	0.00	\$ —
100	1310	GE-29	ASST DIR MULTICULTURAL FAM CTR	0.00	\$ —	0.00	\$ —	0.00	\$ —
100	225	GE-25	SECRETARY	0.25	\$ 8,927	0.25	\$ 9,061	0.50	\$ 18,539
100		GD-33	GOLF PROFESSIONAL	0.94	\$ 67,388	0.94	\$ 68,398	0.94	\$ 69,963
100		NA-44	RECEPTIONIST	0.00	\$ —	0.00	\$ —	0.48	\$ 5,974
100		GD-06	GOLF COURSE TECHNICIAN	0.72	\$ 34,680	0.72	\$ 35,448	0.72	\$ 36,002
100	892	NA-03	CUSTODIAN	0.00	\$ —	0.00	\$ —	0.00	\$ —
TOTAL PART TIME EMPLOYEES				1.91	\$ 110,995	1.91	\$ 112,907	2.64	\$ 130,478
61030 Seasonal Employee Expense									
100	3675	NA-31	HEAD LIFE GUARD	0.44	\$ 9,253	0.44	\$ 9,391	0.44	\$ 6,686
100	3450	NA-25	RECREATION FIELD SUPERVISOR	2.29	\$ 78,163	2.52	\$ 85,545	2.83	\$ 90,454
260	3450	NA-25	RECREATION FIELD SUPERVISOR	0.53	\$ 15,704	0.53	\$ 15,940	0.61	\$ 16,481
100		NA-23	MARINA CASHIER/CLERK	0.97	\$ 20,547	0.97	\$ 20,855	0.83	\$ 18,402
100		NA-23	DOCK WORKER	0.67	\$ 13,471	0.67	\$ 13,673	0.58	\$ 12,224
100	3700	NA-19	SWIMMING POOL MANAGER	1.35	\$ 33,078	1.35	\$ 33,574	1.35	\$ 41,340
100	3650	NA-17	LIFE GUARD	8.63	\$ 171,330	8.63	\$ 173,901	8.63	\$ 177,881
100	3525	NA-15	JUNIOR RECREATION LEADER	0.92	\$ 14,907	0.92	\$ 15,131	0.92	\$ 15,484
100	890	NA-01	LABORER II	1.16	\$ 28,133	1.16	\$ 28,528	1.16	\$ 29,152
100	890	NA-03	LABORER	2.36	\$ 48,729	2.36	\$ 49,461	2.36	\$ 50,587
100	3550	NA-14	RECREATION LEADER	5.40	\$ 110,635	5.40	\$ 112,294	6.11	\$ 124,128
260	3550	NA-14	RECREATION LEADER	0.47	\$ 9,629	0.47	\$ 9,774	0.00	\$ —
260	3585	NA-35	PRE-SCHOOL INSTRUCTOR	0.62	\$ 23,226	0.62	\$ 23,574	0.72	\$ 27,994
100		NA-35	PRE-SCHOOL INSTRUCTOR	0.12	\$ 3,722	0.12	\$ 3,778	0.12	\$ 3,865

34 RECREATION DIVISION

FD	JC	WP-GR	JOB CLASS	FY 2018		FY 2019		FY 2020	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
100	3625	NA-07	POOL CASHIER	1.01	\$ 18,844	1.01	\$ 19,127	1.01	\$ 19,561
100		NA-45	ASSISTANT PRO	1.36	\$ 47,751	1.36	\$ 47,720	1.36	\$ 45,285
100		NA-45	SNACK BAR MANAGER	0.27	\$ 9,867	0.27	\$ 8,083	0.20	\$ 6,032
100		NA-36	CONCESSION MANAGER	0.00	\$ —	0.40	\$ 11,825	0.40	\$ 10,573
100		NA-18	CONCESSION WORKER II	2.49	\$ 43,195	2.09	\$ 36,314	2.07	\$ 36,394
100		NA-28	CLERICAL ASSISTANT	0.22	\$ 4,549	0.22	\$ 5,021	0.22	\$ 5,132
100		NA-45	AFTER SCHOOL SPORTS COORD	0.41	\$ 13,474	0.41	\$ 13,676	0.41	\$ 13,990
100		NA-27	PLAYGROUND COORDINATOR	0.20	\$ 5,544	0.20	\$ 5,516	0.20	\$ 5,643
100		NA-27	ASSIST PLAYGROUND COORD	0.10	\$ 2,434	0.10	\$ 2,422	0.10	\$ 2,477
100		NA-18	PRO SHOP ATTENDANT	0.80	\$ 15,553	0.80	\$ 15,787	0.80	\$ 16,717
TOTAL SEASONAL EMPLOYEES				32.80	\$ 741,738	33.02	\$ 760,910	33.43	\$ 776,482
TOTAL RECREATION DIVISION				46.64	\$ 1,645,214	46.86	\$ 1,672,385	48.00	\$ 1,729,271

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2018		FY 2019		FY 2020		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Recreation Administration-FT											
10034100	61010	100	200	GE-26	LEAD SECRETARY	0.60	\$ 31,022	0.60	\$ 31,488	0.60	\$ 30,673
10034100	61010	100		GE-33	FACILITIES SUPERVISOR	0.33	\$ 22,566	0.33	\$ 19,350	0.33	\$ 19,789
10034100	61010	100	225	GE-25	SECRETARY	1.00	\$ 48,587	1.00	\$ 49,315	1.00	\$ 50,441
10034100	61010	100	4,280	GE-33	RECREATION PROGRAM SUPV	2.00	\$ 144,095	2.00	\$ 146,256	2.00	\$ 149,718
10034100	61010	100	1,080	GE-33	ACQUATIC/THERAP REC SUPV	1.00	\$ 73,123	1.00	\$ 74,219	1.00	\$ 76,145
10034100	61010	100	3375	GE-41	LEISURE SERVICES MANAGER	0.33	\$ 36,679	0.33	\$ 37,229	0.33	\$ 38,080
10034100	61010	100	5075	GE-36	RECREATION DIVISION MANAGER	1.00	\$ 84,185	1.00	\$ 85,704	1.00	\$ 88,277
				Total		6.26	\$ 440,257	6.26	\$ 443,561	6.26	\$ 453,123
Recreation Administration-PT											
10034100	61020	100	225	GE-25	SECRETARY	0.25	\$ 8,927	0.25	\$ 9,061	0.00	\$ —
10034100	61020	100	892	NA-03	CUSTODIAN	0.00	\$ —	0.00	\$ —	0.00	\$ —
				Total		0.25	\$ 8,927	0.25	\$ 9,061	0.00	\$ —
Recreation Administration-Seasonal											
10034100	61030	100		NA-28	CLERICAL ASSISTANT	0.22	\$ 4,549	0.22	\$ 5,021	0.22	\$ 5,132
				Total		0.22	\$ 4,549	0.22	\$ 5,021	0.22	\$ 5,132
Golf Operations-Seasonal											
10034200	61030	100		NA-13	ASSISTANT PRO	1.36	\$ 47,751	1.36	\$ 47,720	1.36	\$ 45,285
10034200	61030	100		NA-18	CONCESSION WORKER II	0.00	\$ —	0.00	\$ —	0.00	\$ —
10034200	61030	100		NA-36	CONCESSION MANAGER	0.84	\$ 12,668	0.84	\$ 12,668	0.84	\$ 12,764
10034200	61030	100		NA-18	PRO SHOP ATTENDANT	0.80	\$ 15,553	0.80	\$ 15,787	0.80	\$ 16,717
				Total		3.00	\$ 75,972	3.00	\$ 76,175	3.00	\$ 74,766
Golf Operations-PT											
10034250	61020	100	2,625		GOLF PROFESSIONAL	0.94	\$ 67,388	0.94	\$ 68,398	0.94	\$ 69,963
				Total		0.94	\$ 67,388	0.94	\$ 68,398	0.94	\$ 69,963
Golf Maintenance-FT											
10034250	61010	100	2975	GE-33	GOLF COURSE SUPERVISOR	1.00	\$ 75,273	1.00	\$ 76,402	1.00	\$ 78,150
10034250	61010	100	2622	GD-06	GOLF COURSE TECHNICIAN	1.00	\$ 52,510	1.00	\$ 53,390	1.00	\$ 55,062
10034250	61010	100	2205	GD-06	MAINTENANCE WORKER	0.00	\$ —	0.00	\$ —	0.00	\$ —
				Total		2.00	\$ 127,783	2.00	\$ 129,792	2.00	\$ 133,212
Golf Maintenance-PT											
10034250	61020		100		GOLF COURSE TECHNICIAN	0.72	\$ 34,680	0.72	\$ 35,448	0.72	\$ 36,002
10034250	61020	100		GD-06	MAINTENANCE WORKER	0.00	\$ —	0.00	\$ —	0.00	\$ —
				Total		0.72	\$ 34,680	0.72	\$ 35,448	0.72	\$ 36,002
Golf Maintenance-Seasonal											
10034250	61030		100	0890	LABORER	1.16	\$ 28,133	1.16	\$ 28,528	1.16	\$ 29,152
10034250	61030	100	890	NA-03	LABORER	1.04	\$ 21,502	1.04	\$ 21,825	1.04	\$ 22,322
				Total		2.20	\$ 49,635	2.20	\$ 50,353	2.20	\$ 51,474

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2018		FY 2019		FY 2020		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Swimming-Seasonal											
10034300	61030	100	3675	NA-31	HEAD LIFE GUARD	0.44	\$ 9,253	0.44	\$ 9,391	0.44	\$ 6,686
10034300	61030	100		NA-36	CONCESSION MANAGER	0.00	\$ —	0.40	\$ 11,825	0.40	\$ 10,573
10034300	61030	100		NA-18	CONCESSION WORKER	1.44	\$ 26,303	1.04	\$ 19,359	1.04	\$ 19,787
10034300	61030	100	3650	NA-17	LIFE GUARD	8.63	\$ 171,330	8.63	\$ 173,901	8.63	\$ 177,881
10034300	61030	100	3625	NA-07	POOL CASHIER	1.01	\$ 18,844	1.01	\$ 19,127	1.01	\$ 19,561
10034300	61030	100	890	NA-03	LABORER	0.48	\$ 9,924	0.48	\$ 10,073	0.48	\$ 10,302
10034300	61030	100	3700	NA-19	SWIMMING POOL MANAGER	1.35	\$ 33,078	1.35	\$ 33,574	1.35	\$ 41,340
				Total		13.35	\$ 268,732	13.35	\$ 277,250	13.35	\$ 286,130
Adult Athletics-Seasonal											
10034400	61030	100	3450	NA-25	RECREATION FIELD SUPERVISOR	0.43	\$ 11,059	0.43	\$ 11,225	0.43	\$ 11,482
10034400	61030	100	890	NA-03	LABORER	0.75	\$ 15,506	0.75	\$ 15,739	0.75	\$ 16,097
10034400	61030	100	3550	NA-14	RECREATION LEADER	0.35	\$ 7,171	0.35	\$ 7,278	0.35	\$ 7,446
				Total		1.53	\$ 33,736	1.53	\$ 34,242	1.53	\$ 35,025
McAleece Concessions-Seasonal											
10034410	61030	100		NA-45	SNACK BAR MANAGER	0.27	\$ 9,867	0.27	\$ 8,083	0.20	\$ 6,032
10034410	61030	100		NA-18	CONCESSION WORKER II	0.21	\$ 4,224	0.21	\$ 4,287	0.19	\$ 3,843
				Total		0.48	\$ 14,091	0.48	\$ 12,370	0.39	\$ 9,875
Youth Sports-Seasonal											
10034420	61030	100	3525	NA-15	JUNIOR RECREATION LEADER	0.92	\$ 14,907	0.92	\$ 15,131	0.92	\$ 15,484
10034420	61030	100		NA-27	PLAYGROUND COORDINATOR	0.20	\$ 5,544	0.20	\$ 5,516	0.20	\$ 5,643
10034420	61030	100		NA-27	ASST PLAYGROUND COORDINATOR	0.10	\$ 2,434	0.10	\$ 2,422	0.10	\$ 2,477
10034420	61030	100		NA-45	AFTER SCHOOL SPORTS COORDINATOR	0.41	\$ 13,474	0.41	\$ 13,676	0.41	\$ 13,990
10034420	61030	100		NA-03	LABORER	0.09	\$ 1,797	0.09	\$ 1,824	0.09	\$ 1,866
10034420	61030	100	3450	NA-25	RECREATION FIELD SUPERVISOR	0.45	\$ 15,429	0.45	\$ 15,661	0.45	\$ 16,017
10034420	61030	100	3550	NA-14	RECREATION LEADER	2.97	\$ 60,849	2.97	\$ 61,762	4.85	\$ 103,181
				Total		5.14	\$ 114,434	5.14	\$ 115,992	7.02	\$ 158,658
Therapeutic Activity-Seasonal											
10034430	61030	100		NA-25	RECREATION FIELD SUPERVISOR	0.00	\$ —	0.00	\$ —	0.15	\$ 945
10034430	61030	100		NA-14	RECREATIONAL LEADER	2.08	\$ 42,615	2.08	\$ 43,254	0.91	\$ 13,501
				Total		2.08	\$ 42,615	2.08	\$ 43,254	1.06	\$ 14,446
Recreation Classes-Seasonal											
10034460	61030	100	3585	NA-35	PRE SCHOOL INSTRUCTOR	0.12	\$ 3,722	0.12	\$ 3,778	0.12	\$ 3,865
10034460	61030	100		NA-25	RECREATION FIELD SUPERVISOR	0.00	\$ —	0.24	\$ 6,207	0.24	\$ 6,349
				Total		0.12	\$ 3,722	0.36	\$ 9,985	0.36	\$ 10,214

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2018		FY 2019		FY 2020	
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
Port of Dubuque Marina Dock Maintenance-FT										
10030560	61010	100		GE-33 FACILITIES SUPERVISOR	0.33	\$ 22,566	0.33	\$ 19,350	0.33	\$ 19,789
				Total	0.33	\$ 22,566	0.33	\$ 19,350	0.33	\$ 19,789
Port of Dubuque Marina Dock Maintenance- Seasonal										
10030560	61030	100		NA-23 DOCK WORKER	0.67	\$ 13,471	0.67	\$ 13,673	0.58	\$ 12,224
				Total	0.67	\$ 13,471	0.67	\$ 13,673	0.58	\$ 12,224
Port of Dubuque Marina Convenience Store -FT										
10030560	61010	100		GE-33 FACILITIES SUPERVISOR	0.34	\$ 23,250	0.34	\$ 19,937	0.34	\$ 20,389
				Total	0.34	\$ 23,250	0.34	\$ 19,937	0.34	\$ 20,389
Port of Dubuque Marina Convenience Store- Seasonal										
10030560	61030	100		NA-23 CASHIER	0.97	\$ 20,547	0.97	\$ 20,855	0.83	\$ 18,402
				Total	0.97	\$ 20,547	0.97	\$ 20,855	0.83	\$ 18,402
CD Target Area Programs-Seasonal										
26034500	61030	260	3550	NA-14 RECREATION LEADER	0.47	\$ 9,629	0.47	\$ 9,774	0.00	\$ —
26034500	61030	260	3585	NA-35 PRE-SCHOOL INSTRUCTOR	0.62	\$ 23,226	0.62	\$ 23,574	0.72	\$ 27,994
26034500	61030	260	3450	NA-25 RECREATION FIELD SUPERVISOR	0.53	\$ 15,704	0.53	\$ 15,940	0.61	\$ 16,481
				Total	1.62	\$ 48,559	1.62	\$ 49,288	1.33	\$ 44,475
Multicultural Family Center - FT										
10034600	61010	100	1310	GE-29 ASST DIR MULTICULTURAL CTR	1.00	\$ 57,771	1.00	\$ 58,638	1.00	\$ 60,117
10034600	61010	100	3530	GE-33 DIR MULTICULTURAL FAMILY CTR	1.00	\$ 67,511	1.00	\$ 72,295	1.00	\$ 74,429
				Total	2.00	\$ 125,282	2.00	\$ 130,933	2.00	\$ 134,546
Multicultural Family Center - PT										
10034600	61020	100	1310	GE-29 ASST DIR MULTICULTURAL CTR	0.00	\$ —	0.00	\$ —	0.00	\$ —
10034600	61,020	100		NA-44 RECEPTIONIST	0.00	\$ —	0.00	\$ —	0.48	\$ 5,974
10034600	61,020	100		GE-25 SECRETARY	0.00	\$ —	0.00	\$ —	0.50	\$ 18,539
10034600	61020	100	3450	NA-25 RECREATION FIELD SUPERVISOR	1.22	\$ 44,712	1.22	\$ 45,384	1.22	\$ 46,412
				Total	1.22	\$ 44,712	1.22	\$ 45,384	2.20	\$ 70,925
Multicultural Family Center - Seasonal										
10034600	61030	100	3450	NA-25 RECREATION FIELD SUPERVISOR	0.19	\$ 6,963	0.19	\$ 7,068	0.35	\$ 9,249
				Total	0.19	\$ 6,963	0.19	\$ 7,068	0.35	\$ 9,249
AmeriCorps - FT										
10034910	61,010	100	1,185	AMERICORP PROGRAM DIRECTOR	0.16	\$ 7,598	0.81	\$ 44,546	0.85	\$ 51,813
10034917	61010	100	1185	AMERICORP PROGRAM DIRECTOR	0.00	\$ —	0.00	\$ —	0.09	\$ 5,786
10034911	61010	100	1185	AMERICORP PROGRAM DIRECTOR	0.06	\$ 2,849	0.02	\$ 1,100	0.06	\$ 3,653
10034916	61010	100	1185	AMERICORP PROGRAM DIRECTOR	0.78	\$ 42,896	0.17	\$ 9,349	0.00	\$ —
				Total	1.00	\$ 53,343	1.00	\$ 54,995	1.00	\$ 61,252
TOTAL RECREATION DIVISION										
					46.64	\$ 1,645,214	46.86	\$ 1,672,385	48.00	\$ 1,729,271

Capital Improvement Projects by Department/Division					
RECREATION DIVISION					
CIP Number	Capital Improvement Project Title	FY 17 Actual Expense	FY 18 Actual Expense	FY 19 Adopted Budget	FY 20 Recomm'd Budget
1012462	AQUATIC CTR FEASIBILITY	—	875	—	—
1021530	GOLF COURSE IRRIGATION	—	—	—	200,000
1021890	F&S ANNUAL MAINTENANCE	31,034	157,772	—	25,000
1022585	F&S SECURITY CAMERAS	8,006	—	—	—
1022587	MARINA SECURITY CAMERAS	8,728	7,700	—	—
1022648	F&S POOL ASSESSMENTS	16,026	—	—	—
3002692	POD MARINA SIGNAGE	160	13,761	—	—
3501446	FLORA/SUTTON POOL HEATERS	—	—	—	—
3501530	GOLF COURSE IRRIGATION	—	—	—	—
3501890	F&S ANNUAL MAINTENANCE	1,060	—	—	—
3502586	F&S INTERNET ACCESS	2,923	—	—	—
3602742	MFC ADDITION REMODEL	—	—	1,564,000	—
3701527	GOLF TEE IMPROVEMENTS	—	7,258	—	10,000
3702001	BUNKER CART PATHS	9,002	—	—	10,000
3702195	BUNKER CLUBHOUSE REPAIRS	10,860	4,695	0	0
RECREATION DIVISION		TOTAL	87,799	192,061	1,564,000
					245,000

PROGRAM /DEPT	PROJECT DESCRIPTION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL	PAGE
RECREATION DIVISION								
Culture and Recreation								
Swimming Pools								
Flora and Sutton Pools Annual Maintenance	\$ 25,000	\$ 70,000	\$ —	\$ 135,000	\$ —	\$ 230,000	48	
Flora Pool Replace Playground Surface	\$ —	\$ 60,000	\$ —	\$ —	\$ —	\$ 60,000	49	
Bunker Hill Golf Course								
Bunker Hill Golf Course - Construct Cart Paths	\$ 10,000	\$ —	\$ 10,000	\$ —	\$ —	\$ 20,000	50	
Bunker Hill Golf Course - Tee Improvements	\$ 10,000	\$ —	\$ 10,000	\$ —	\$ —	\$ 20,000	51	
Bunker Hill Golf Course - Replace Irrigation System	\$ 200,000	\$ 54,132	\$ —	\$ —	\$ —	\$ 254,132	52	
Total - Recreation Division	\$ 245,000	\$ 184,132	\$ 20,000	\$ 135,000	\$ —	\$ 584,132		

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