

2022

VOLUME IV

MARCH 9, 2021

Purchase of Services
Five Flags Civic Center
Grand River Center
Parks
Recreation
Multicultural Family
Center



Recommended for
Fiscal Year 2022

THE CITY OF
DUBUQUE
Masterpiece on the Mississippi

POLICY BUDGET

FISCAL YEAR 2022
Recommended
Policy And Narrative Budget
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March 9, 2021

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HOW TO USE THIS POLICY BUDGET DOCUMENT

PURPOSE

The Policy Budget defines goals and objectives for all City departments and activities, relates them to cost and resource requirements and attempts to establish measures for evaluating accomplishment. Specific improvement packages are developed and included in the Policy Budget for alternative funding and service levels. The Policy Budget document shows the budget by line item for each Department and provides a basis for fiscal control once the budget is adopted.

The Policy Budget emphasizes objectives, accomplishments, and alternative funding and service levels and is intended to keep the attention of the City Council and public on the major policy decisions involving what services the City government will provide, who will pay for them, and the implications of such decisions.

FORMAT

The Policy Budget is organized by Department/Division and provides detail for all activities that make up each Department/Division. Each Department/Division tab includes the following information:

- 1) **Department/Division Financial Summary:** The ***budget highlights*** portion of the Department Summary reflects total expenses for the maintenance level budget (cost to continue at the same level of service) and approved improvement packages for all activities within the Department by expenditure category (employee expense, supplies and services, machinery and equipment, and debt service), and the funding sources that pay those expenses. The property tax portion of the funding is reflected, noting the increase or decrease from the prior years adopted budget. For Departments which are self supporting (i.e. Water, Water Pollution Control, Refuse (part of Public Works), Media Service, Transit, Parking), the net operating surplus/deficit is reflected, noting the increase or decrease in the fund from the prior years adopted budget.

This summary displays all ***Improvement Packages*** submitted by Department/Division Managers, with a notation of whether they were recommended by the City Manager, and then approved by the City Council. Those noted with a 'YES' were added to the maintenance level budget and are reflected in the Department Funding Summary and those noted with a 'NO' were not approved.

And finally, this summary explains ***significant line item detail*** by expenditure category, notable revenue changes, and miscellaneous information regarding the maintenance level budget. These are the review notes prior to adding any improvement packages.

- 2) **Memo Addressing Budget Issue (optional):** If there is an important budget issue that needs further explanation, a memo will be provided.
- 3) **Department's Organizational Chart (optional):** Shows how a Department is structured. Usually included for larger more complex Departments.
- 4) **Department/Division's Highlights of Prior Year's Accomplishments and Future Initiatives:** This is a written narrative that highlights the Department's prior year accomplishments and what Departments plan on accomplishing in the near future.

- 5) **Department/Division's Goals and Performance Measures by Activity:** This is a written activity statement and a matrix for each activity which includes activity objectives, relationship to City Council Goals & Priorities, and key performance indicators (KPIs).. Performance measures are included for each activity to evaluate activities and ensure that the approved levels of funding yield the expected results. Battery icons for each KPI visually indicate how well an objective is doing and represent the following:

		
On Track	Improving	Needs Work

- 6) **Department/Division's Goals and Performance Measures by Activity:** This is a written narrative for each activity that explains the goal, describes the purpose, and explains the service objectives of each activity. Performance measures are included for each activity to evaluate activities and ensure that the approved levels of funding yield the expected results.
- 7) **Recommended Operating Revenue Budget by Department/Division:** This report reflects line item revenue detail at the Department/Division level (combines all activities for each line by fund). Two years actual revenues, prior year adopted revenues and the recommended revenue for the new budget year are reflected.
- 8) **Recommended Operating Expenditure Budget by Department/Division:** This report reflects line item expenditure detail at the Department/Division level (combines all activities for each line by fund). Expenses are grouped by category (employee expense, supplies and services, machinery and equipment, debt service, and transfers) and displays two years actual expenses, prior year adopted expenses and the recommended expense for the new budget year.
- 9) **Recommended Operating Expenditure Budget by Activity and Funding Source:** This report reflects expenses grouped by category (employee expense, supplies and services, machinery and equipment, debt service, and transfers) for each activity within the Department/Division, and displays two years actual expenses, prior year adopted expenses and the recommended expense for the new budget year.
- 10) **Personnel Complement at Department/Division and Activity Level:** These reports reflect positions budgeted at the Department/Division level and the Activity level, by funding source. Total Full Time Equivalents (FTE) and wages with longevity expense are shown for each position for two years prior year adopted FTE and expenses, and the recommended FTE and related expense for the new budget year.
- 11) **Capital Improvement Projects by Department/Division:** This report lists all Capital Improvement Project totals for two years actual expenses, prior year adopted expenses and the recommended expense for the new budget year.
- 12) **Five Year Capital Improvement Program Summary by Department/Division:** This report lists all Capital Improvement Projects budgeted in the new budget year and planned for the next four years.

Reference: Key Terms for Understanding Dubuque's Budget, Budget Glossary Budget Overview and Budget and Fiscal Policy Guidelines located in Resident's Guide

Purchase of Services

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DEPARTMENT/DIVISION: Purchase Of Services

RESPONSIBILITY: Chris Lester, Community Development Specialist

Purchase of services activities are those services that the City feels fit the goals and priorities of the City and are not required to be provided or would not be provided in the normal course of City business. In Fiscal Year 2014, an application process was implemented for the funding of purchase of service agencies.

The FY 2022 budget recommends an allocation of \$100,000 in General Fund and \$0 in Community Development Block Funds for a total of \$100,000 to fulfill some of the recommendations of the Community Development Advisory Commission.

The recommendation of the Community Development Advisory Commission will be made to City Council after the FY 2022 budget is adopted on March 24, 2021.

The following purchase of service agencies have received funding in the past:

Agency	FY 2021	Funding Source
Convivium Urban Farmstead	\$2,000	General Fund
Crescent Community Health Center	\$19,500	General Fund
Dubuque County Energy District	\$8,500	General Fund
Dubuque Dream Center	\$20,000	General Fund
Riverview Center	\$25,000	General Fund
St. Mark Youth Enrichment	\$25,000	General Fund
Total	\$100,000	

Contracted services are services that the City would have within its organization regardless of who provides the service. Contracted services in many cases leverage other resources that would not normally be available to the City. An example is the Dubuque Humane Society which provides a heightened level of service for animal control over what the City would provide for animals.

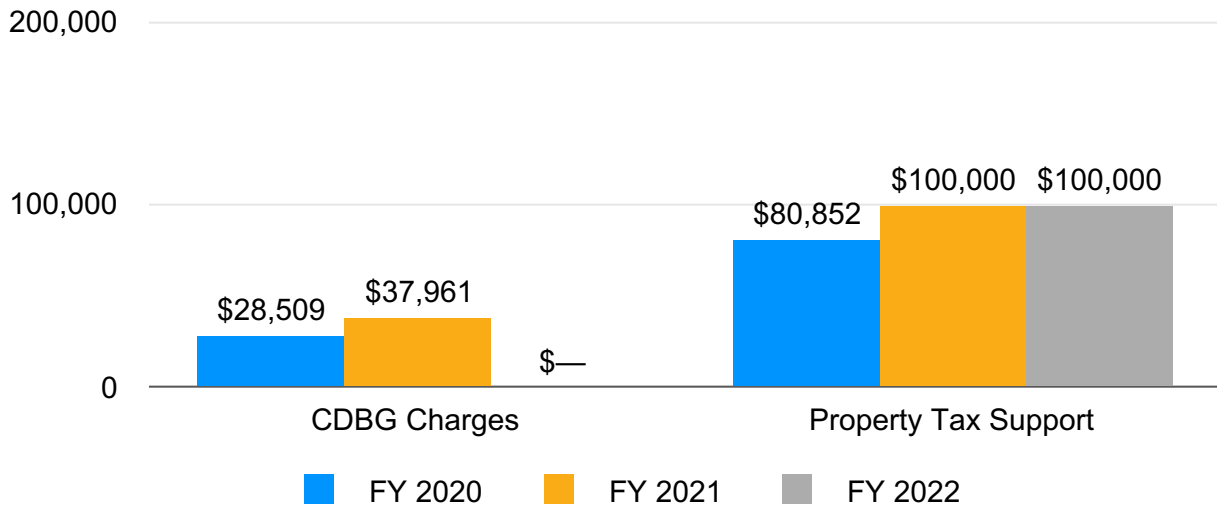
The following agencies have received or are being recommended to receive funding as contracted services within other departments:

Agency	Department	FY 2021	FY 2022	Funding Source
Community Foundation of Greater Dubuque - Project HOPE	Economic Development	\$75,000	\$75,000	General Fund
Community Foundation of Greater Dubuque - Inclusive Dubuque	Economic Development	\$75,000	\$75,000	General Fund
Crescent Community Health Center - Operating	Health Services	\$50,000	\$50,000	General Fund
Travel Dubuque	Economic Development	\$1,145,392	\$897,873	General Fund
Dubuque Area Labor Management Council	Economic Development	\$30,000	\$30,000	General Fund
Dubuque Dream Center	Economic Development	\$40,000	\$50,000	General Fund
Dubuque Main Street	Economic Development	\$79,336	\$83,300	General Fund
DuRide	Transit	\$25,000	\$25,000	General Fund
ECIA Membership Dues	Planning	\$31,700	\$32,968	General Fund
ECIA Prosperity Iowa	Economic Development	\$5,085	\$5,085	General Fund
ECIA Transportation Planning	Engineering	\$20,000	\$20,000	General Fund
ECIA Continuum of Care Grant Administration	Housing	\$40,000	\$40,000	General Fund
Fountain of Youth	Economic Development	\$40,000	\$50,000	General Fund
Four Mounds HEART Program	Housing	\$—	\$10,000	General Fund
Greater Dubuque Development Corporation - Retail Expansion/Marketing/Workforce	Economic Development	\$588,748	\$588,748	Land Sales
Greater Dubuque Development Corporation - Director of Sustainable Innovation	Economic Development	\$100,000	\$100,000	General Fund
Greater Dubuque Development Corporation - True North	Economic Development	\$25,000	\$25,000	GDTIF
Hills & Dales: Senior Center	Recreation	\$18,200	\$18,200	General Fund
Humane Society	Health Services	\$135,283	\$139,341	General Fund
Hawkeye Area Community Action	Housing	\$50,000	\$70,000	General Fund
Washington Tool Library	Neighborhood Development	\$15,790	\$—	CDBG
Total		\$ 2,589,534	\$ 2,385,515	

PURCHASE OF SERVICE

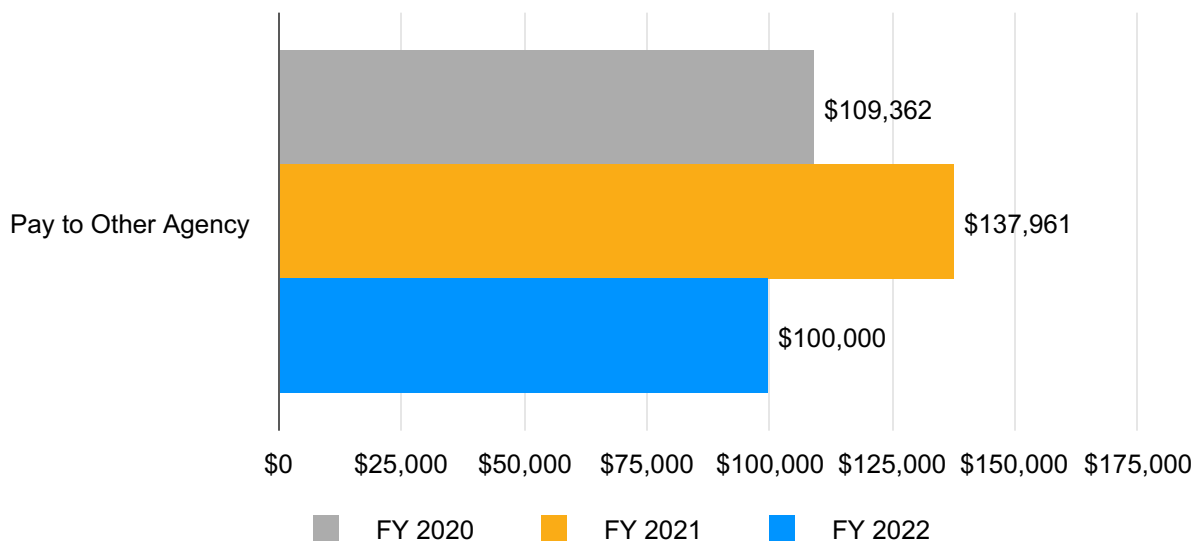
Purchase of services activities are those services that the City feels fit the goals and priorities of the City and are not required to be provided or would not be provided in the normal course of City business. In Fiscal Year 2014, an application process was implemented for the funding of purchase of service agencies.

Resources and Property Tax Support



Purchase of Services is supported by no full-time equivalent employees. Pay to other agencies accounts for 100% of the department expense as seen below. Overall, the departments' expenses are expected to decrease by (27.52)% in FY 2022 compared to FY 2021.

Expenditures by Category by Fiscal Year



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Recommended Operating Expenditure Budget - Department Total
79 - PURCHASE OF SERVICES

Fund	Account	Account Title	FY19 Actual Expense	FY20 Actual Expense	FY21 Adopted Budget	FY 22 Recomm'd Budget
100	62761	PAY TO OTHER AGENCY	111,880	80,852	100,000	100,000
260	62761	PAY TO OTHER AGENCY	—	48,509	47,961	—
62 - SUPPLIES AND SERVICES			111,880	129,362	147,961	100,000
79 - PURCHASE OF SERVICES TOTAL			111,880	129,362	147,961	100,000

Capital Improvement Projects by Department/Division

Purchases of Services					
CIP Number	Capital Improvement Project Title	FY 19 Actual Expense	FY 20 Actual Expense	FY 21 Adopted Budget	FY 22 Recomm'd Budget
2602866	VISITING NURSE ASSOC	—	85,000	—	20,000
Purchases of Services	TOTAL	0	85,000	0	20,000

Recommended Expenditure Budget Report by Activity & Funding Source

79 - PURCHASE OF SERVICES

PURCHASE OF SERVICE-(SP5)- 79450

FUNDING SOURCE: COMMUNITY DEVELOPMENT

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	109,362	137,961	100,000
PURCHASE OF SERVICE-(SP5)	109,362	137,961	100,000
PURCHASE OF SERVICES TOTAL	\$109,362	\$137,961	\$100,000

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Five Flags Civic Center

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FIVE FLAGS CIVIC CENTER DIVISION

Budget Highlights	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested	% Change From FY 2021 Budget
<u>Expenses</u>				
Employee Expense	22,983	24,440	26,529	8.5%
Supplies and Services	1,265,072	930,262	934,723	0.5%
Machinery and Equipment	50,949	—	79,700	0.0%
Total Expenses	1,339,004	954,702	1,040,952	9.0%
Debt on Projects paid with Sales Tax Fund (20%)	376,232	43,929	44,064	0.3%
Property Tax Support	1,339,004	954,702	1,040,952	86,250
Percent Increase (Decrease)				9.0%
Personnel - Authorized FTE	0.15	0.15	0.15	
*Actual Benchmark for FY 2021 is \$937,899.				

Improvement Package Summary

1 of 5

This improvement decision package provides for the purchase of health and safety equipment for guests. Three (3) AED units will be purchased for the theater and two other locations. Currently there is only one unit in the entire Five Flags Center. Seven (7) ADA size and weight compliant wheelchairs plus three (3) motorized scooters will aid guests that have mobility issues traverse the distances in the Center to get to their events. Arenas of today have scooters as standard equipment. Two evacuation carts would be purchased to extract patrons from balcony seating in the theater and arena in non-life-threatening events (such as a patron that is dizzy). The northwest emergency doors in the arena would be modified for ADA accessibility. This improvement supports the City Council high priority goal of a Vibrant Community: Healthy and Safe.

Related Cost: \$ 15,000 Tax Funds Non-Recurring **Recommend - Yes**
 Property Tax Impact: \$ 0.0059 0.06%
 Activity: Civic Center Operations

2 of 5

This improvement level decision package provides for the third and final phase of security cameras. This phase will place nine (9) cameras inside the historic Five Flags Theater, at the Majestic and Bijou Rooms as well as the hallway entrances to dressing areas in the arena and theater. These cameras are for internal controls, as well as monitoring common public areas, entrances and exits to the building. ASM Global, the management company, performed a risk assessment audit with police, fire and Homeland Security. The assessment recommended cameras in specific locations. There will be a recurring cost of approximately \$963 a year for these cameras. The first year is included in the purchase price. This improvement supports the City Council high priority goal of security camera funding under the Vibrant Community: Healthy and Safe goal.

Related Cost: \$ 13,500 Tax Funds Non-Recurring **Recommend - No**
 Property Tax Impact: \$ 0.0053 0.05%
 Activity: Civic Center Operations

3 of 5

This improvement decision provides for the platform to order concessions prior to stepping up to the concession stand. Three (3) ADA compliant monitors that accommodate several languages common to the Tri-States area would be placed at the arena and theater concessions areas. An app would provide a touchless option for ordering and payment. This allows social distancing as well as follows the trend in numerous restaurants and venues. Data can be tracked on use as well as languages used. This improvement package supports the City Council high priority goal of funding under the Vibrant Community: Healthy and Safe and Financially Responsible, High-Performance City Organization: Sustainable, Equitable, and Effective Service Delivery.

Related Cost: \$ 18,000 Tax Funds Non-Recurring **Recommend - No**
Property Tax Impact: \$ 0.0071 0.07%
Activity: Civic Center Operations

4 of 5

This improvement decision provides for interpretive venue information and three (3) way finding kiosks that would be installed to assist guests that are English and non-English speaking. The kiosk can assist in finding seats, restrooms, and additional locations throughout the facility. These limit contact with ushers and allows social distancing, and limited interaction with staff while also allowing the guest to choose the language of their choice to gain the information and directions they seek. The kiosk can produce data based on usage and languages. This improvement package is in alignment with City Council goals of Partnership for a better Dubuque: Building our community that is viable, livable, and equitable.

Related Cost: \$ 24,000 Tax Funds Non-Recurring **Recommend - No**
Property Tax Impact: \$ 0.0094 0.09%
Activity: Civic Center Operations

5 of 5

This improvement decision provides for installation of a back flow preventer for the ice chiller. A recent inspection by the Water Department noted the need to install this equipment. This improvement package supports the City Council goal of funding under the Financially Responsible, High-Performance City Organization: Sustainable, Equitable, and Effective Service Delivery.

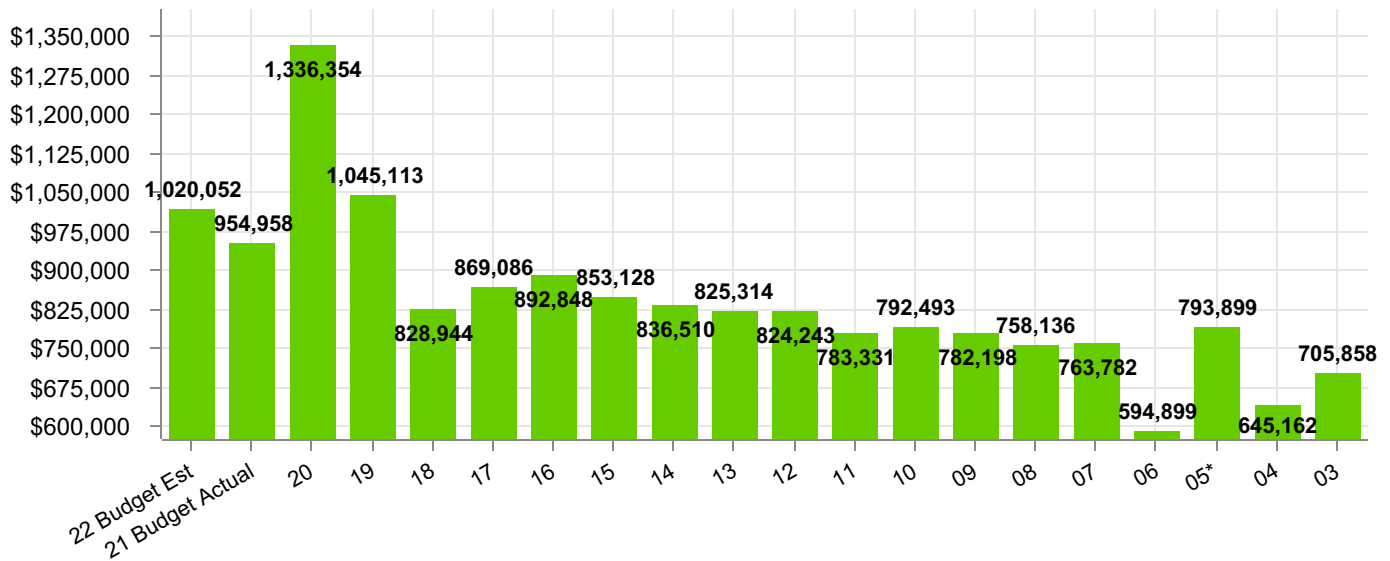
Related Cost: \$ 5,900 Tax Funds Non-Recurring **Recommend - Yes**
Property Tax Impact: \$ 0.0023 0.02%
Activity: Civic Center Operations

Significant Line Items

Background

1. History: The City has contracted the firm, ASM Global (formerly SMG), after Council approval in April 2004, to privately manage Five Flags Civic Center. ASM Global's original five year private management agreement began on July 1, 2004 and ended June 30, 2009. The current agreement expired June 30, 2014 and was extended for another five-year period ending June 30, 2019 and the five-year extension as executed for a period ending June 20, 2024.

Five Flags Property Tax Support



*ASM Global (formerly SMG) took over managing Five Flags on July 1, 2004.

FY 2019 included \$34,889 for purchase of security cameras and installation, purchase of a truck for \$33,516, Five Flags Assessment and Study in the amount of \$43,660 which are all one time projects in addition to payment to ASM Global in the amount of \$25,292 for payment for performing under benchmark in FY 2018.

FY 2020 included Five Flags Assessment and Study in amount of \$82,800, a one-time cost. It also included a \$17,565 expense for the shortfall to the benchmark in FY 2019 as well as \$200,000 shortfall to benchmark payment during FY 2020 due to the full closure of Five Flags in March of 2020 due to the COVID-19 pandemic.

Employee Expense

2. FY 2022 employee expense reflects a 3.0% wage package increase.
3. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2021 The employee contribution of 6.29% is unchanged from FY 2021.

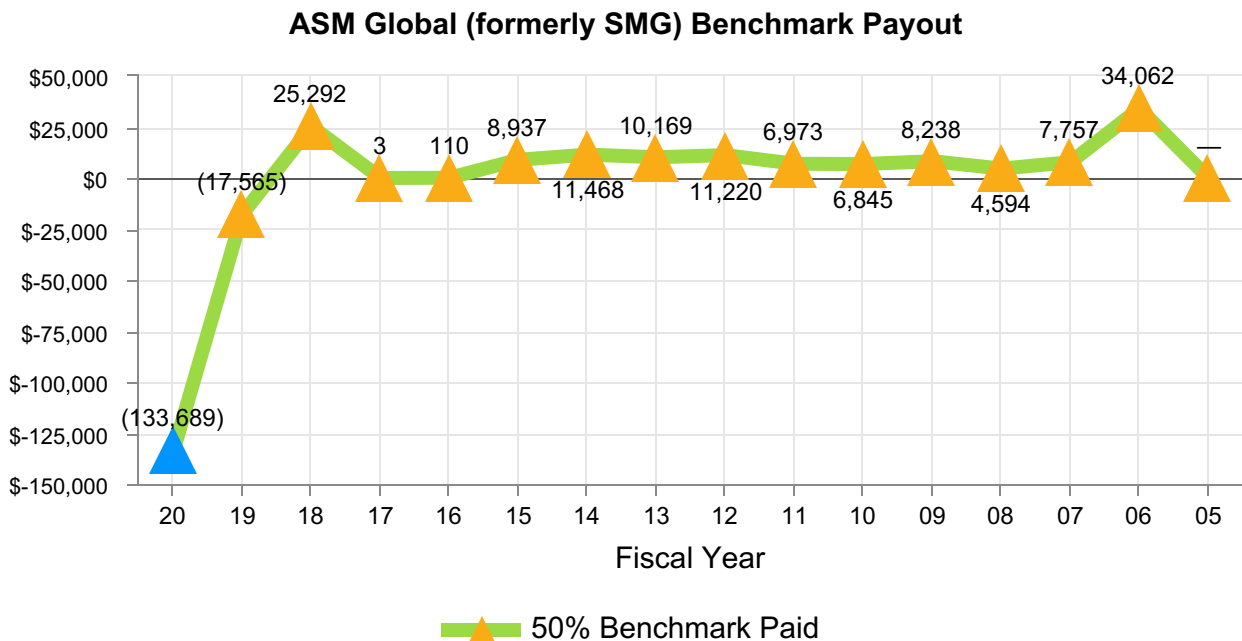
Supplies & Services

4. **Benchmark Calculation:** The benchmark is the amount the City sets for ASM Global of property tax needed to operate the Five Flags Civic Center. The original benchmark and formula for adjustment was established in the 2004 agreement with ASM Global. ASM Global is challenged to spend less than the Benchmark, thereby reducing the amount of property tax support needed. The benchmark is calculated by taking total expense less earned revenue for the Civic Center, to get the property tax support. This calculation was completed in the beginning by taking the average actual property tax support spent in FY 2002, 2003, and 2004 (\$682,091) and then increased annually by an inflation factor. This amount includes ASM Global's projected management fee of \$103,027 in FY 2022. The Benchmark fee is set for the purpose of the budget with an estimated CPI and then adjusted by the actual May CPI after the budget is adopted to arrive at the actual Benchmark and management fee.

5. ASM Global's goal is to come in under the benchmark, but if the benchmark is not met, the City of Dubuque must pay any amount over the benchmark. ASM Global's incentive to meet the benchmark gives them \$.50 of every dollar under the benchmark.

Annual Benchmark Set for ASM Global: In FY 2014 the benchmark was \$852,040 (prior year plus the May CPI of 1.4%), in FY 2015 the benchmark was \$869,933 (prior year plus the May CPI of 2.1%), in FY 2016 the benchmark was \$869,933 (prior year plus the May CPI of 0%), in FY 2017 the benchmark was \$878,632 (prior year based on May CPI of 1%), in FY 2018 the benchmark was \$895,326 (prior year based on May CPI of 1.9%), in FY 2019 the benchmark was \$920,395 (prior year based on May CPI of 2.80%), in FY 2020 the benchmark was \$936,962 (prior year based on May CPI of 1.80%), in FY 2021 the benchmark was \$937,899 (prior year based on May CPI of 0.10%), and the FY 2022 benchmark is anticipated to be \$956,657 (prior year and anticipated May CPI of 2.00%).

Actual Benchmark: It should be noted that the first year (FY 2005) of management, actual expenses were higher due to the transitioning of the employees. There were additional costs relating to unemployment insurance, vacation payoffs and prior year expenses that did not count against the benchmark. The Five Flags Civic Center was also under renovation soon after SMG (ASM Global) started. It was expected that the first year of management would cost more. Also, the budget was initially set with the management fee (\$75,000) added on top of the set benchmark. It was determined that the benchmark should already include ASM Global's management fee, and the actual benchmark was adjusted accordingly with the additional budget going back into General Fund.

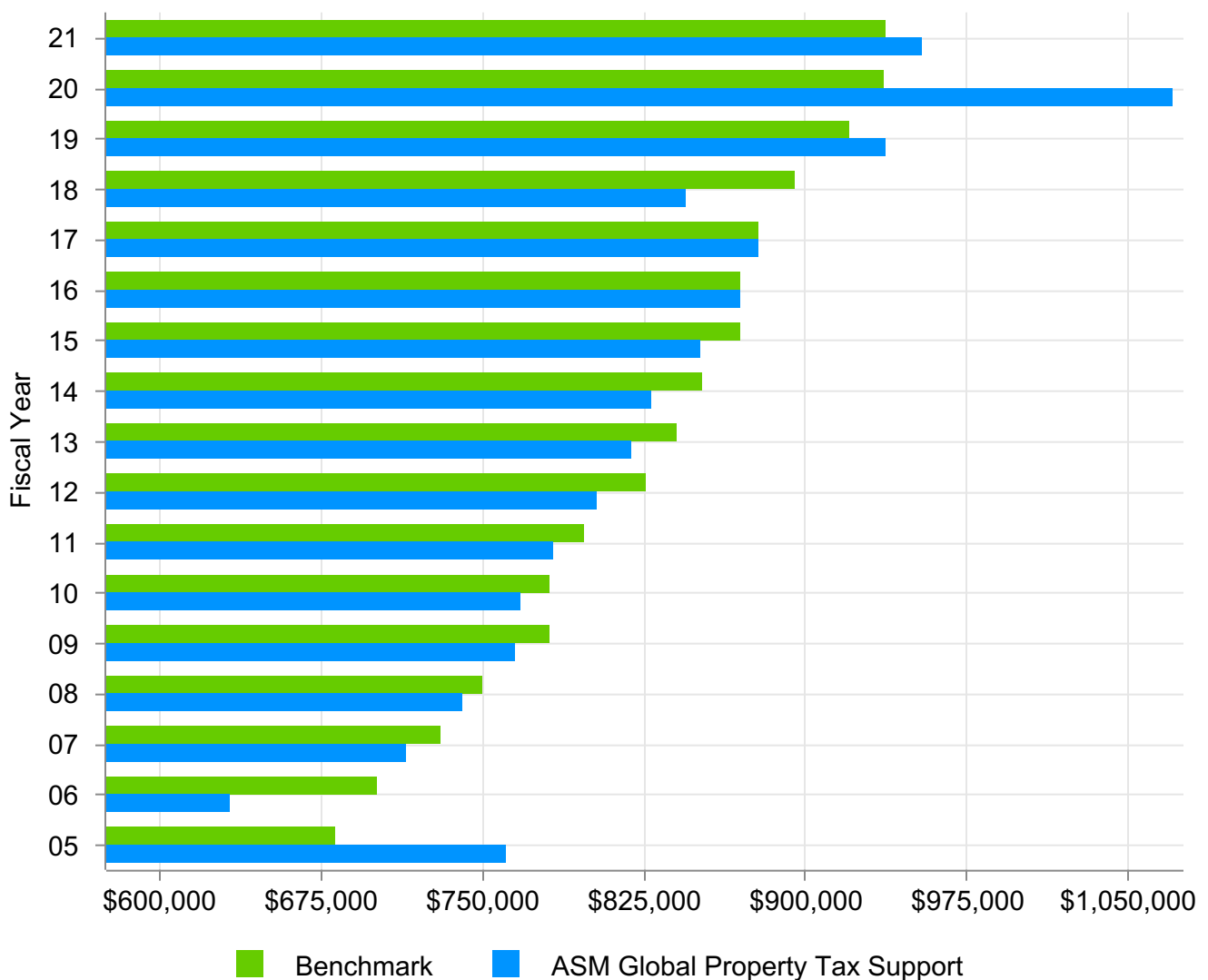


This summary of annual results of the benchmark to date reflects ASM Global has met the benchmark since 2006 with the exception of FY 2019 and FY 2020. FY 2019 included a polar vortex weather event affecting utility costs and event financial performance as well as repairs to the facility due to the age and status of the Five Flags building. FY 2020 included the closure of

the Five Flags Civic Center due to the COVID-19 pandemic, the Governor's Proclamations in addition to event cancellations and rescheduling into FY 2021. This affected the Five Flags budget from March 2020 to the end of the fiscal year. FY 2020 was on track to be at benchmark prior to the beginning of the pandemic.

Analysis of Results to Date: When reconciling annual property tax support spent to the benchmark each year, the City adjusts the expenses for items that do not count against the benchmark (expenses that are the responsibility of the City). These expenses have included the initial cost of transitioning employees (unemployment insurance, vacation payoffs) and some equipment items not yet paid as of the transitioning date. Following is a summary reflecting the amount the City has actually paid over or under the benchmark, with these adjustments taken out expenses that do not count against benchmark:

ASM Global (Formerly SMG) Property Tax Support Compared to Benchmark



Machinery and Equipment

6. The total equipment requested for FY 2022 is \$79,700:

Pedestal Fans	600
Vacuum Cleaners	1,200
Forklift Attachment - Person Lift	1,500
Rigging Hardware	3,700
Black Box Lighting System	8,000
Chairs	24,000
Welder	2,300
Rope & Stanchion	5,000
Genie (25')	8,000
Portable Audio Systems	4,500
Recommended Improvement Packages	20,900
Total	<u>\$ 79,700</u>

Debt Service

7. FY 2022 Annual debt service is as follows (\$44,064):

Amount	Debt Series	Payment Source	Purpose	Final Payment	Call Date
\$ 35,474	2019C G.O.	Sales Tax 20%	Civic Center Improvements	2030	2026
\$ 8,590	2019B G.O.	Sales Tax 20%	Chair Platform Section 3	2039	2039
<u>\$ 44,064</u>	Total Civic Center Annual Debt Service				

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LEISURE SERVICES FACILITY DIVISION

The Facility Division provides for the effective and efficient maintenance of buildings and equipment and administration of management contracts for Five Flags Civic Center and Grand River Center, ensuring facilities and programs that provide an increased QUALITY OF LIFE and creates opportunities for both citizens and visitors.



SUCCESS IS ABOUT PLANNING, PARTNERSHIPS AND PEOPLE LEADING TO OUTCOMES

PLANNING

Planning is necessary to develop an ongoing capital improvement plan to keep up each building. SMG and Platinum Hospitality work together and separately to provide venues for conferences, weddings, family events, trade shows, entertainment, business meetings, events and more. Each works to meet the needs of individuals, businesses and event planners.

PEOPLE

The Grand River Center as the conference and education center and Five Flags as the civic center both provide increased quality of life for the residents of Dubuque as well as positive visitor experiences for travelers to the area.



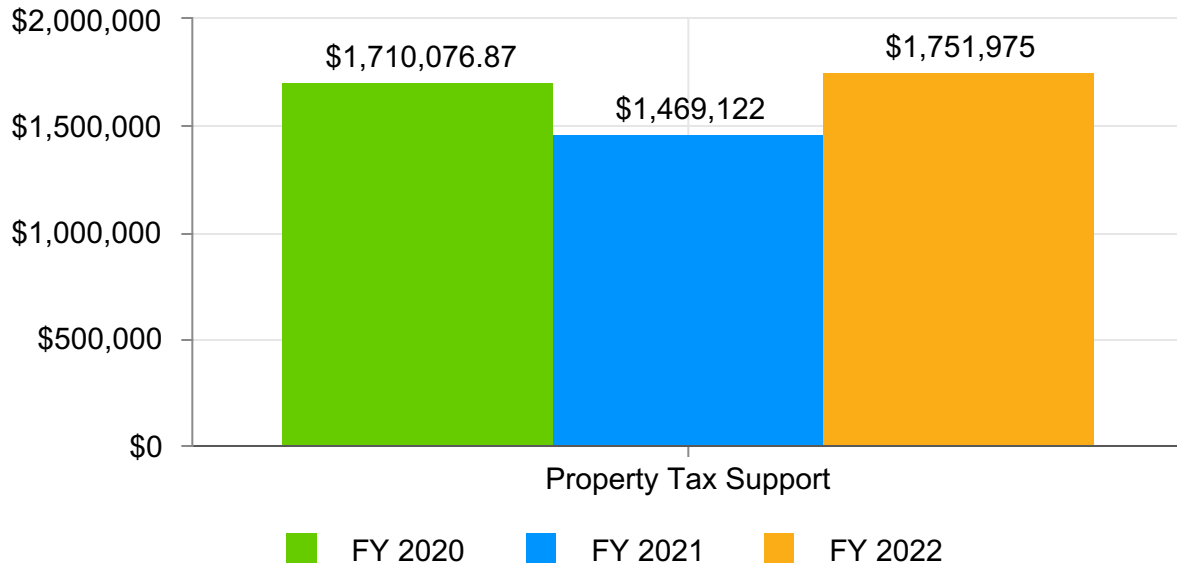
PARTNERSHIPS

Efforts are coordinated with the Dubuque Area Visitor and Convention Bureau. Often local professionals represent their professional association to bring their state and/or national conference to Dubuque. Partners at Five Flags include many theatrical and performing groups.

LEISURE SERVICES FACILITY DIVISION

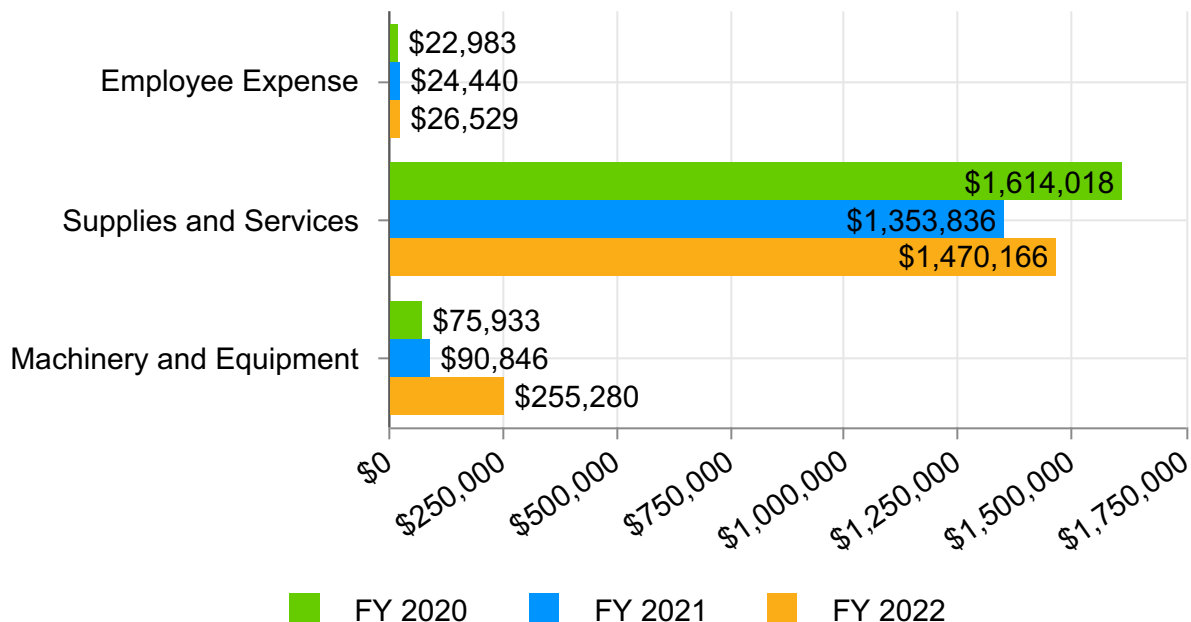
	FY 2020	FY 2021	FY 2022
Full-Time Equivalent	0.15	0.15	0.15

Property Tax Support



The Leisure Services Facilities Division is supported by 0.15 full-time equivalent employees. Supplies and services accounts for 83.91% of the department expense as seen below. Overall, the department's expenses are expected to increase by 19.25% in FY 2022 compared to FY 2021.

Expenditure by Category by Fiscal Year



LEISURE SERVICES FACILITY DIVISION

Mission & Services

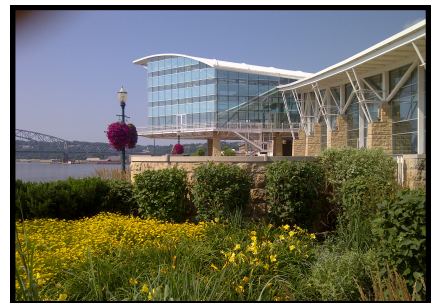
The Facility Management Division of the Leisure Services Department strives to provide venues for community and civic activities, entertainment, and cultural events and activities. The division promotes events and activities that bring tourists and generate spending in the community and ensure the centers are well-maintained and professionally managed to ensure attendees have a positive experience.

Five Flags Civic Center is a City owned building managed day-to-day by ASM Global located in the heart of downtown. It is a multipurpose facility which hosts sporting events, theatrical performances, concerts, meetings and conventions, high school and community college graduations, sporting events and much more. Five Flags Civic Center features an arena, historic theater, meeting rooms and intimate performance stage called the Bijou Room.



The Grand River Center is a City owned building managed by Platinum Hospitality. Dubuque's iconic convention and education center is located in the Port of Dubuque overlooking the Mississippi River and Riverwalk. The conference center has meeting rooms, a ballroom and exhibit hall allowing a variety of uses of the space for large and small events.

Leisure Services initiates capital improvement projects for these facilities ensuring the long-term viability and functionality of these buildings.







Five Flags Civic Center Funding Summary			
	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested
Expenditures	\$1,339,005	\$954,702	\$1,040,952
Resources	\$—	\$—	\$—

Five Flags Civic Center Position Summary	
	FY 2022
Leisure Services Manager	0.15
Total FT Equivalent Employees	0.15

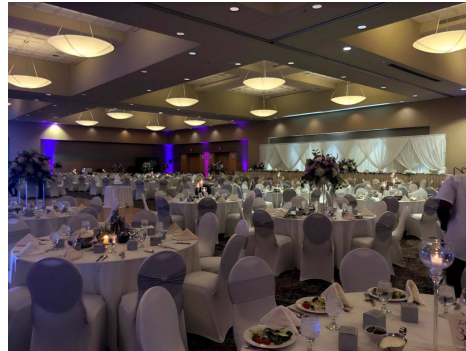
Grand River Center Funding Summary			
	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested
Expenditures	\$430,630	\$544,926	\$740,870
Resources	\$56,701	\$30,506	\$29,847

Performance Measures

City Council Goal: Partnerships for a Better Dubuque

	Performance Measure (KPI)	Target	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimated	Performance Indicator
1	Activity Objective: Become a regional hub for arts and culture by partnering with arts & culture organizations and providing Arts and Culture events and programming.					
	% change from prior year in performing arts programming held at Five Flags	+5%	14%	-50%	50%	
2	Activity Objective: Host community events and activities that support families and children.					
	# of unique performances and events (both centers combined)	80	89	78	65	
	# of events that supported fundraisers benefiting families & children (both)	15	18	13	5	
3	Activity Objective: Maintain infrastructure and amenities to support economic development and growth.					
	# of attendees at Annual Growing Sustainable Communities Conference (number of states represented)	500/30	425 (28+ Canada)	482 (27)	0/0 (actual) *	

*Note - For FY 2021 the numbers of events and changes greatly affected with cancellations from March of 2020 on and in October of 2020 (FY21) Growing Sustainable Communities Conference not held due to COVID-19.



Recommended Operating Revenue Budget - Department Total

32 - CIVIC CENTER DIVISION

Fund	Account	Account Title	FY19 Actual Revenue	FY20 Actual Revenue	FY21 Adopted Budget	FY22 Recomm'd Budget
400	54210	GO BOND PROCEEDS	3,238	318,982	0	0
400	54220	BOND DISCOUNT	147	14,448	0	0
54	OTHER FINANCING SOURCES - Total		3,385	333,430	0	0
400	59350	FR SALES TAX CONSTRUCTION	47,960	45,605	43,929	44,064
59	TRANSFER IN AND INTERNAL - Total		47,960	45,605	43,929	44,064
CIVIC CENTER DIVISION - Total			51,345	379,035	43,929	44,064

Recommended Operating Expenditure Budget - Department Total

32 - CIVIC CENTER DIVISION

Fund	Account	Account Title	FY19 Actual Expense	FY20 Actual Expense	FY21 Adopted Budget	FY 22 Recomm'd Budget
100	61010	FULL-TIME EMPLOYEES	16,975	18,246	19,253	20,932
100	61310	IPERS	1,602	1,722	1,818	1,976
100	61320	SOCIAL SECURITY	1,234	1,332	1,473	1,601
100	61410	HEALTH INSURANCE	2,146	1,626	1,844	1,955
100	61415	WORKMENS' COMPENSATION	54	45	41	54
100	61416	LIFE INSURANCE	11	11	11	11
61 - WAGES AND BENEFITS			22,023	22,983	24,440	26,529
100	62090	PRINTING & BINDING	325	229	335	348
100	62110	COPYING/REPRODUCTION	1,630	1,438	1,744	1,744
100	62206	PROPERTY INSURANCE	25,348	25,577	25,785	30,433
100	62208	GENERAL LIABILITY INSURAN	67	68	72	64
100	62421	TELEPHONE	1,403	511	1,416	1,416
100	62614	EQUIP MAINT CONTRACT	959	2,512	2,512	2,512
100	62627	CAMERA MAINTENANCE	432	432	1,400	432
100	62712	CONSULTING ENGINEERS	0	82,800	0	0
100	62713	LEGAL SERVICES	247	0	0	0
400	62713	LEGAL SERVICES	0	707	0	0
100	62716	CONSULTANT SERVICES	43,660	0	0	0
400	62731	MISCELLANEOUS SERVICES	1,563	1,944	0	0
100	62761	PAY TO OTHER AGENCY	880,613	1,148,854	896,998	897,774
62 - SUPPLIES AND SERVICES			956,248	1,265,072	930,262	934,723
400	62724	BOND PAYING AGENT FEE	0	152	0	0
627 - CONTRACTUAL SERVICES			0	152	0	0
100	71119	FAX MACHINE	0	50,949	0	0
100	71315	TRUCK-ADDITIONAL	33,516	0	0	0
100	71550	MISCELLANEOUS EQUIPMENT	0	0	0	5,900
100	72113	OTHER SAFETY EQUIPMENT	0	0	0	15,000
100	72417	CAMERA RELATED EQUIPMENT	34,889	0	0	0
71 - EQUIPMENT			68,405	50,949	0	20,900
100	73411	EQUIP ACQUISITION	0	0	0	58,800
73 - CIP EXPENDITURES			0	0	0	58,800
400	74111	PRINCIPAL PAYMENT	36,900	364,803	33,463	34,603
400	74112	INTEREST PAYMENT	11,060	11,429	10,466	9,461
74 - DEBT SERVICE			47,960	376,232	43,929	44,064
32 - CIVIC CENTER DIVISION TOTAL			1,094,636	1,715,389	998,631	1,085,016

Recommended Expenditure Budget Report by Activity & Funding Source

32 - CIVIC CENTER DIVISION

CIVIC CENTER ADMINISTRATI- 32100

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
CIP EXPENDITURES	—	—	58,800
EQUIPMENT	50,949	—	20,900
SUPPLIES AND SERVICES	1,262,421	930,262	934,723
WAGES AND BENEFITS	22,983	24,440	26,529
CIVIC CENTER ADMINISTRATION	1,336,354	954,702	1,040,952
DEBT SERVICE		- 32400	

FUNDING SOURCE: DEBT SERVICE

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
CONTRACTUAL SERVICES	152	—	—
DEBT SERVICE	376,232	43,929	44,064
SUPPLIES AND SERVICES	2,651	—	—
DEBT SERVICE	\$379,035	\$43,929	\$44,064
CIVIC CENTER DIVISION TOTAL	\$1,715,389	\$998,631	\$1,085,016

CITY OF DUBUQUE, IOWA
DEPARTMENT DETAIL - PERSONNEL COMPLEMENT

32 CIVIC CENTER DIVISION

FD	JC	WP-GR	JOB CLASS	FY 2020		FY 2021		FY 2022	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
61010 Full Time Employee Expense									
100	3375	GE-41	LEISURE SERVICES MANAGER	0.15	\$ 17,309	0.15	\$ 19,541	0.15	\$ 20,932
TOTAL FULL TIME EMPLOYEES				0.15	\$ 17,309	0.15	\$ 19,541	0.15	\$ 20,932
TOTAL CIVIC CENTER DIVISION				0.15	\$ 17,309	0.15	\$ 19,541	0.15	\$ 20,932

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2020		FY 2021		FY 2022		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Civic Center Administration											
10032100	61010	100	3375	GE-41	LEISURE SERVICES MANAGER	0.15	\$ 17,309	0.15	\$ 19,541	0.15	\$ 20,932
					Total	0.15	\$ 17,309	0.15	\$ 19,541	0.15	\$ 20,932
TOTAL CIVIC CENTER DIVISION						0.15	\$ 17,309	0.15	\$ 19,541	0.15	\$ 20,932

Capital Improvement Projects by Department/Division					
CIVIC CENTER DIVISION					
CIP Number	Capital Improvement Project Title	FY 19 Actual Expense	FY 20 Actual Expense	FY 21 Adopted Budget	FY 22 Recomm'd Budget
1002569	FF IMPROV - SMG CONTRIB	—	—	—	—
1002819	FIVE FLAGS METAL DETECTOR	—	46,480	—	—
1021711	ARENA DOORS ON MAIN	—	10,444	—	—
1022783	FIVE FLAGS ELEVATOR	—	—	—	—
1022882	THEATER CARPET	—	—	—	70,000
3501708	THEATER-TUCKPOINT EXTERIO	—	—	—	—
3502378	ARENA ROOF	—	225	—	—
3502379	ARENA LIGHT FIXTURES	—	—	—	—
3502584	FF MARKET BUILD STUDY	1,500	—	—	—
3502647	ACCESSIBILITY BLDG MODIFI	—	—	—	—
3502709	CIVIC LED LIGHTING RETROF	1,690	—	—	—
3502740	FIVE FLAGS STUDY PHASE 2	42,036	—	—	—
3502741	ARENA CHAIR PLATFORM SEC3	12,644	510	0	0
3502831	BIJOU ROOM HALL TILE REPL	0	0	50,000	0
3602583	ARENA ROOF A/C UNIT REPLC	0	1,798	0	0
3602881	ARENA AIR CONDITION REPL	0	0	0	100,000
CIVIC CENTER DIVISION TOTAL		57,870	59,457	50,000	170,000

PROGRAM /DEPT	PROJECT DESCRIPTION	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL	PAGE
CIVIC CENTER DIVISION								
Culture and Recreation								
Operations								
Arena								
	Arena Air Conditioner Replacement	\$100,000	\$ —	\$ —	\$ —	\$ —	\$ 100,000	55
	Five Flags Building Improvements	\$ —	\$ —	\$6,000,00	\$ —	\$ —	\$6,000,000	56
	Arena-Reseal Ballroom Floor	\$ —	\$ —	\$ —	\$ —	\$ 26,500	\$ 26,500	57
	Arena-Paint Exterior Steel Siding	\$ —	\$ —	\$ —	\$ —	\$ 103,000	\$ 103,000	58
	Theater - Dressing Rooms Remodel	\$ —	\$ —	\$ —	\$ —	\$ 54,050	\$ 54,050	59
	Concessions - Gates A & C Remodel	\$ —	\$ —	\$ —	\$ —	\$ 114,100	\$ 114,100	60
	Arena-Masking Equipment	\$ —	\$ —	\$ —	\$ —	\$ 41,000	\$ 41,000	61
	Theater Install Orchestra Pit Lift	\$ —	\$ —	\$ —	\$ —	\$ 256,000	\$ 256,000	62
	Arena - Stage Replacement	\$ —	\$ —	\$ —	\$ —	\$ 255,000	\$ 255,000	63
	Theater - Carpet	\$ 70,000	\$ —	\$ —	\$ —	\$ —	\$ 70,000	64
	Arena - Locker/Shower Facilities	\$ —	\$ —	\$ —	\$ —	\$ 16,300	\$ 16,300	65
	TOTAL	\$170,000	\$ —	\$6,000,00	\$ —	\$ 865,950	\$7,035,950	

Conference Center

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GRAND RIVER CONFERENCE CENTER

Budget Highlights	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested	% Change From FY 2021 Budget
<u>Expenses</u>				
Supplies and Services	348,946	423,574	535,443	26.4%
Machinery and Equipment	24,983	90,846	175,580	93.3%
Total Expenses	373,929	514,420	711,023	38.2%
Debt on Projects paid with Sales Tax Fund (20%)	56,701	30,506	29,847	-2.2%
Property Tax Support	373,929	514,420	711,023	196,603
Percent Increase (Decrease)				38.2%

Improvement Package Summary

1 of 1

This improvement level decision package is for eighteen (18) security cameras to be placed inside the Grand River Center (GRC). Currently the GRC has cameras on the loading dock and an internal system for the employee service back of house. The internal system was installed in 2003 with only minor updates since that time. The safety and security of the many citizens and visitors to the Grand River Center is of utmost importance. No security monitoring system is in place for all the public areas, as well as entrances and exits of the building. This phase 1 of a 3 phase projects focusing on cabling and servers which is necessary for all 3 phases. It focuses on the back of the house. There will be a recurring cost of approximately \$1925 a year that would start in FY23 for these cameras. The first-year license cost is included in the purchase price. This improvement supports the City Council goal Vibrant Community: Healthy and Safe as well as the Management agenda high priority goal of surveillance camera funding.

Related Cost: \$ 31,730 Tax Funds Non-Recurring
Property Tax Impact: \$ 0.0125 0.12%
Activity: Conference Center

Recommend - No

Significant Line Items

Supplies & Services

1. Platinum Hospitality privately manages the Grand River Center. The following expenses are the responsibility of the City based on the Facility Management Agreement:
 - 50% of energy costs (gas and electric) are estimated to be \$168,644 in FY 2021 and are projected to be \$175,525 in FY 2022. Electric increased from \$136,594 in FY 2021 to \$149,186 in FY 2022 based on FY 2020 actual with a 5% increase. Natural Gas decreased from \$32,050 in FY 2021 to \$26,339 in FY 2022 based on FY 2020 actual.
 - Insurance costs (property and general liability) are estimated to be \$45,791 in FY 2021 and are projected to be \$53,341 in FY 2022 based on FY 2021 actual.

- During FY 2013 an agreement was renegotiated to require a payment of 25% instead of 50% of the actual Hotel/Motel Tax generated by the Grand Harbor Hotel. Payments and budget are as follows:

FY 2019 - \$79,343
 FY 2020 - \$0 *
 FY 2021 - \$79,343 (Budgeted)
 FY 2022 - \$88,310 (Projected)

*Due to COVID 19 there was a delay in reporting and payment of hotel motel tax from the Grand Harbor which delayed payment to Platinum Hospitality in FY20. The FY20 payment of \$73,967 was made in July of 2020 (FY21).

2. As per the Management Agreement, the repairs and maintenance limit and aggregate will increase by the CPI as of July 1 each year. The City is responsible for repairs and maintenance in excess of \$1,128 individually and \$16,924 in aggregate for the fiscal year. Historical actual maintenance costs have been as follows:

FY 2019 - \$109,742
 FY 2020 - \$132,246 *
 FY 2021 - \$129,000** (Budgeted)
 FY 2022 - \$145,616*** (Projected)

*FY 2020 included an additional \$55,000 to overhaul chiller number 2.

**FY 2021 included an additional \$27,000 to rebuild air handling unit number 3.

***FY 2022 includes an additional \$37,200 to replace circulation and condenser pumps as well as water pump and boiler motors.

Equipment

3. The following equipment will be replaced in FY 2022 (\$175,580):

Exhibit Hall Projector	\$ 71,000
Ice Cubers (2)	\$ 14,447
Garbage Disposals (2)	\$ 5,399
LED Message Sign	\$ 77,684
Smoking Urns	\$ 5,800
Walkie Talkies	\$ 1,250
Total Equipment	<u>\$175,580</u>

Debt Service

4. FY 2022 Annual Debt Service is as follows (\$29,847):

Amount	Debt Series	Payment Source	Purpose	Final Payment	Call Date
\$ 2,756	2019C G.O.	Sales Tax 20%	Conference Center Improvements	2027	2026
\$ 27,091	2019B G.O.	Sales Tax 20%	Energy Improvements	2039	2039
<u>\$ 29,847</u>	Total Conference Center Annual Debt Service				

For Conference Center Performance Measures see Five Flags Civic Center Outline

Recommended Operating Revenue Budget - Department Total

33 - CONF CENTER OPERATION

Fund	Account	Account Title	FY19 Actual Revenue	FY20 Actual Revenue	FY21 Adopted Budget	FY22 Recomm'd Budget
400	54210	GO BOND PROCEEDS	252	24,781	0	0
400	54220	BOND DISCOUNT	11	1,122	0	0
54	OTHER FINANCING SOURCES - Total		263	25,903	0	0
400	59350	FR SALES TAX CONSTRUCTION	0	31,015	30,506	29,847
59	TRANSFER IN AND INTERNAL - Total		0	31,015	30,506	29,847
CONF CENTER OPERATION - Total			263	56,918	30,506	29,847

Recommended Operating Expenditure Budget - Department Total

33 - CONF CENTER OPERATION

Fund	Account	Account Title	FY19 Actual Expense	FY20 Actual Expense	FY21 Adopted Budget	FY 22 Recomm'd Budget
100	62061	DP EQUIP. MAINT CONTRACTS	10,343	0	0	0
100	62206	PROPERTY INSURANCE	39,536	44,457	44,825	52,891
100	62208	GENERAL LIABILITY INSURAN	920	875	966	450
100	62411	UTILITY EXP-ELECTRICITY	136,594	142,082	136,594	149,186
100	62412	UTILITY EXP-GAS	32,050	26,339	32,050	26,339
100	62431	PROPERTY MAINTENANCE	109,742	132,246	129,000	145,616
100	62611	MACH/EQUIP MAINTENANCE	0	0	0	72,000
100	62614	EQUIP MAINT CONTRACT	155	155	156	155
100	62627	CAMERA MAINTENANCE	96	96	240	96
100	62663	SOFTWARE LICENSE EXP	5,756	2,090	0	0
100	62664	LICENSE/PERMIT FEES	400	400	400	400
400	62713	LEGAL SERVICES	0	55	0	0
400	62731	MISCELLANEOUS SERVICES	121	151	0	0
100	62761	PAY TO OTHER AGENCY	79,343	0	79,343	88,310
62 - SUPPLIES AND SERVICES			415,057	348,946	423,574	535,443
400	62724	BOND PAYING AGENT FEE	0	12	0	0
627 - CONTRACTUAL SERVICES			0	12	0	0
100	71116	COPIER MACHINE	10,041	0	0	0
100	71314	TRUCK-REPLACEMENT	30,169	0	0	0
100	72416	VIDEO EQUIPMENT	2,971	24,983	0	77,684
71 - EQUIPMENT			43,181	24,983	0	77,684
100	73411	EQUIP ACQUISITION	16,757	0	90,846	97,896
73 - CIP EXPENDITURES			16,757	0	90,846	97,896
400	74111	PRINCIPAL PAYMENT	8,600	50,626	24,885	24,973
400	74112	INTEREST PAYMENT	1,040	6,075	5,621	4,874
74 - DEBT SERVICE			9,640	56,701	30,506	29,847
33 - CONF CENTER OPERATION TOTAL			484,636	430,642	544,926	740,870

Recommended Expenditure Budget Report by Activity & Funding Source

33 - CONF CENTER OPERATION

CONF CENTER OPERATIONS - 33300

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
CIP EXPENDITURES	—	90,846	97,896
EQUIPMENT	24,983	—	77,684
SUPPLIES AND SERVICES	348,740	423,574	535,443
CONF CENTER OPERATIONS	373,723	514,420	711,023
DEBT SERVICE		- 33400	

FUNDING SOURCE: DEBT SERVICE

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
CONTRACTUAL SERVICES	12	—	—
DEBT SERVICE	56,701	30,506	29,847
SUPPLIES AND SERVICES	206	—	—
DEBT SERVICE	\$56,918	\$30,506	\$29,847
CONF CENTER OPERATION TOTAL	\$430,642	\$544,926	\$740,870

Capital Improvement Projects by Department/Division					
CONF CENTER OPERATION					
CIP Number	Capital Improvement Project Title	FY 19 Actual Expense	FY 20 Actual Expense	FY 21 Adopted Budget	FY 22 Recomm'd Budget
1022588	GRC KITCHEN EQUIPMENT	3,486	—	—	—
1022590	GRC ENERGY EFFICIENCY IMP	—	—	—	21,000
1022785	SINK LIGHT FIXTURES	—	8,231	—	—
3002710	EXTERIOR DECORATIVE CONCR	1,125	96,239	—	—
3501516	GRC PARKING LOT REPAIRS	2,241	—	—	—
3501598	GRAND RIVER CTR MAINTENAN	53,788	—	—	—
3501990	GRAND RIVER CTR CHAIRS	21,821	11,566	—	—
3501993	GRAND RIVER CTR PAINT ENT	—	2,210	—	—
3502302	AUDIO-VIS & SOUND EQUIP	—	—	—	—
3502519	GRC TECH REPLC SUPPORT	5,167	—	—	—
3502590	GRC ENERGY EFFICIENCY IMP	8,771	1,609	52,000	—
3502591	GRC LANDSCAPE IMPROVEMENT	—	11,405	—	—
3502649	GRC REPLACE PATIO CAULK	—	10,359	—	—
3502893	MANAGEMENT AND OPS ASSESS	—	—	—	35,000
3602113	GRC - REPLACE CARPET	—	213,952	—	—
3602892	MARKET STUDY AND ASSESS	—	—	—	65,000
CONF CENTER OPERATION TOTAL		96,398	355,570	52,000	121,000

PROGRAM/ DEPT	PROJECT DESCRIPTION	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL	PAGE
CONFERENCE CENTER								
General Government								
	Paint Exterior Metal	\$ —	\$ —	\$ —	\$ 50,000	\$ 50,000	\$ 100,000	84
	Replace Carpet	\$ —	\$ 100,000	\$ 120,000	\$ 30,000	\$ —	\$ 250,000	85
	Replace Exterior Building Sign	\$ —	\$ —	\$ —	\$ —	\$ 40,000	\$ 40,000	86
	Paint Interior Rooms and Areas	\$ —	\$ —	\$ 38,000	\$ 18,000	\$ —	\$ 56,000	87
	Replace Table, Chairs, and Podiums	\$ —	\$ 300,000	\$ —	\$ 25,000	\$ —	\$ 325,000	88
	Landscape Renovations	\$ —	\$ —	\$ —	\$ 33,500	\$ —	\$ 33,500	89
	Energy Efficiency Improvements	\$ 21,000	\$ —	\$ —	\$ —	\$ —	\$ 21,000	90
	Market Study and Facility Assessment	\$ 65,000	\$ —	\$ —	\$ —	\$ —	\$ 65,000	91
	Concrete Restoration	\$ —	\$ 50,000	\$ —	\$ 175,000	\$ —	\$ 225,000	92
	Repaint Exhibit Hall Airwalls	\$ —	\$ —	\$ 40,000	\$ —	\$ —	\$ 40,000	93
	Replace Fabric Wall Covering	\$ —	\$ 35,000	\$ 120,000	\$ 35,000	\$ —	\$ 190,000	94
	Roof Restoration	\$ —	\$ —	\$ —	\$ 350,000	\$ 350,000	\$ 700,000	95
	Wood Bench Replacement	\$ —	\$ —	\$ —	\$ 25,000	\$ —	\$ 25,000	96
	Management and Operations Assessment	\$ 35,000	\$ —	\$ —	\$ —	\$ —	\$ 35,000	97
	Furniture Upholstery	\$ —	\$ —	\$ —	\$ 30,000	\$ —	\$ 30,000	98
	Overhead Door Replacement	\$ —	\$ —	\$ —	\$ —	\$ 21,000	\$ 21,000	99
	Trash Compactor Rehabilitation	\$ —	\$ —	\$ —	\$ 30,700	\$ —	\$ 30,700	100
	Replace Clouds	\$ —	\$ —	\$ —	\$ 83,800	\$ —	\$ 83,800	101
	Paint Bridge	\$ —	\$ —	\$ —	\$ 35,000	\$ —	\$ 35,000	102
	Replace/Rehab Room Doors	\$ —	\$ —	\$ —	\$ —	\$ 59,000	\$ 59,000	103
	Stage and Riser Replacement	\$ —	\$ —	\$ 25,000	\$ 77,000	\$ —	\$ 102,000	104
	TOTAL	\$ 121,000	\$ 485,000	\$ 343,000	\$ 998,000	\$ 520,000	\$ 2,467,000	

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Parks

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PARKS DIVISION

Budget Highlights	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested	% Change From FY 2021 Budget
<u>Expenses</u>				
Employee Expense	\$2,130,285	\$2,453,834	\$2,579,914	5.1 %
Supplies and Services	\$ 954,574	\$ 993,087	\$ 957,387	-3.6 %
Machinery and Equipment	\$ 318,409	\$ 339,800	\$ 379,220	11.6 %
Debt Service	\$ 240,132	\$ 184,784	\$ 182,314	-1.3 %
Total Expenses	\$3,643,400	\$3,971,505	\$4,098,835	3.2 %
<u>Resources</u>				
Operating Revenue	\$ 219,251	\$ 348,493	\$ 313,153	-10.1 %
Stormwater User Fees	\$ 173,963	\$ 120,841	\$ 140,772	16.5 %
Sales Tax for Debt Abatement	\$ 226,880	\$ 201,244	\$ 182,314	-9.4 %
Veteran's Memorial	\$ 2,030	\$ 12,018	\$ —	0.0 %
Lyons Peony Trust	\$ —	\$ 2,000	\$ 2,000	0.0 %
Total Resources	\$ 622,124	\$ 684,596	\$ 638,239	-6.8 %
Property Tax Support	\$3,021,276	\$3,286,909	\$3,460,596	\$ 173,687
Percent Increase (Decrease)				5.28 %
Percent Self Supporting	17.08 %	17.24 %	15.57 %	
Personnel - Authorized FTE	36.48	37.01	37.54	

Improvement Package Summary

1 of 9

This improvement level request provides for the creation and installation of additional pollinator areas throughout the park system. Currently there are pollinator beds at AY McDonald Park, Pyatigorsk Park, and Eagle Point Park. Additional areas have been planted with native plant species which also create pollinator habitat. These areas include Valentine Park, Bee Branch Creek Greenway, Creekwood Park and Eagle Point Park. It is estimated to cost \$6,000 an acre to convert an acre of turf to native and pollinator habitat. Each acre could be prioritized for a specific park. This funding could provide for pollinator areas at Murphy Park, Flora Park, and other park locations. This improvement request supports the City Council Goal of Sustainable Environment: Preserving and Enhancing Natural Resources by eliminating steep slopes that are typically mowed while providing a beautiful landscape.

Related Cost:	\$ 42,000 Tax Funds	Non-Recurring	Recommend - No
Property Tax Impact:	\$ 0.0165 0.16%		
Activity: Parks Area and Maintenance			

2 of 9

This improvement level request provides for a seasonal employee for the upper Bee Branch Creek Greenway. The Park Division took over full maintenance responsibility of the greenway corridor in 2020. After a full season of maintenance, it has been determined additional staff is needed to maintain the corridor during the park season. This improvement request supports the City Council Goal of Diverse Arts, Culture, Parks and Recreation: Retain well-built, well-maintained, and upgraded parks and park amenities by providing adequate staff to maintain the Bee Branch Creek Greenway.

Related Cost:	<u>\$15,005</u>	Stormwater Funds	Recurring	Recommend - Yes
Stormwater User Fee Impact	0.31 %			
Activity: Storm Area Maintenance				

3 of 9

This improvement request is for the addition of a Project and Facilities Manager (GE-40). Responsibilities for programs, AmeriCorps, facilities, and partnerships have increased for the Leisure Services Manager. The diverse workings of the department and increased responsibilities lead to the need for a Project and Facilities Manager for the Leisure Services Department. This position would manage capital improvement projects for Five Flags, Grand River Center, and larger park projects. The position would also work with budgeting, special project research, project coordination, management of department leases and agreements and Web QA's. This would allow the Leisure Services Manager more capacity with planning, partnerships, grant seeking and writing, work on City initiatives, equity work, and engagement in the community. This request supports the City Council Goal of Financially Responsible, High Performance City Organization: Sustainable, Equitable and Effective Service Delivery.

Related Cost:	\$ 128,518	Tax Funds	Recurring	Recommend - No
Related Cost:	\$ 10,648	Tax Funds	Non-Recurring	
Total Cost:	<u>\$ 139,166</u>	Tax Funds		
Property Tax Impact:	\$ 0.0547	0.54%		
Activity: Park Areas & Maintenance				

4 of 9

This improvement level request provides for hiring a contractor to maintain numerous natural and native landscapes throughout the City. In recent years, native plants have been planted in the Bee Branch Creek Greenway, Valentine Park, Four Mounds Park, Eagle Point Park, Creek Wood Park, 32nd Street Detention Basin, and along the Catfish Creek. These areas all require a level of maintenance. The Park Division does not have the capacity to manage all these areas effectively or efficiently. Maintenance includes, mowing, burning, removing invasive and other best management practices to sustain a healthy prairie and native landscapes. This improvement request supports the City Council Goal of Sustainable Environment: Preserving and Enhancing Natural Resources by using best management practices to maintain these areas and create beautiful and attractive landscapes.

Related Cost:	<u>\$30,000</u>	Tax Funds	Recurring	Recommend - No
Property Tax Impact:	\$ 0.0119	0.11%		
Activity: Park Areas & Maintenance				

5 of 9

This improvement request is for hiring a consultant to perform a study/analysis/assessment of Miller Riverview Campground. This study/analysis/assessment would encompass but not be limited to evaluation of usage, water levels and closures, financial review, trends in camping, engagement of campground patrons, review of Chaplain Schmitt Island plans, space use, revenue opportunities/enhancements, amenity review, economic impact, data analysis, evaluation of current infrastructure, racial equity considerations related to camping, research with all national and state regulatory agencies. The City Council identified Chaplain Schmitt Island Master Plan: Implementation and Phasing as a City Council Policy Top Priority. During that planning session the Council also identified the need to perform a campground assessment. This improvement request supports the City Council Goal of Diverse Arts, Culture, Parks and Recreation: Experiences and Activities.

Related Cost:	\$ 50,000	Tax Funds	Non-Recurring	Recommend - No
Property Tax Impact:	\$ 0.0197	0.20%		
Activity: Park Administration				

6 of 9

This improvement level request provides for hiring a contractor to deliver and pickup collection containers for green waste materials including prunings, wood chips and miscellaneous tree branches and leaves. The Park Division does not have an efficient way to haul green waste to the landfill for composting. Currently most green waste is taken to an area at Eagle Point Park for disposal. Other City Departments also occasionally take their small piles of green waste to Eagle Point Park. This improvement level package will provide for a 20-yard dumpster to be delivered to a centrally located drop-off site for Park Division staff to haul their green waste to. The Park Division can generate up to 100 yards or more of green waste a year. As more landscapes are added, the number of yards of green waste will continue to increase. This improvement request supports the City Council Goal of Sustainable Environment: Preserving and Enhancing Natural Resources by recycling green waste in an efficient and effective manner.

Related Cost:	\$ 10,000	Tax Funds	Recurring	Recommend - No
Property Tax Impact:	\$ 0.0039	0.04%		
Activity: Park Areas & Maintenance				

7 of 9

This improvement request is for installing 4 forced air gas heaters in the buildings that adjoin the Park Division greenhouse. An improvement level package was approved in FY19 to install heaters in the greenhouse. An additional improvement level package was approved in FY21 to complete the conversion of boiler heat in the greenhouse to natural gas. This request would allow for 4 heaters to be installed in the buildings connected to the greenhouse to complete the conversion from boiler heat to natural gas on the west side of the park maintenance headquarters complex. It is also anticipated that these 4 heaters will save approximately \$2,000 in gas utility cost. This request supports the City Council Goal of Financially Responsible, High Performance City Organization: Sustainable, Equitable and Effective Service Delivery by updating outdated equipment and decreasing utility costs.

Related Cost:	\$ 20,000	Tax Funds	Non-Recurring	Recommend - No
Related Cost Savings:	\$ 2,000	Tax Funds	Recurring	
Net Cost:	<u>\$ 18,000</u>			
Property Tax Impact:	\$ 0.0071	0.07%		
Activity: Park Administration				

8 of 9

This improvement request is for a mobile air compressor. The Park Division currently borrows an air compressor from the Public Works Department in the fall to blow out irrigation and water lines as a part of the winterization process. Typically this is a time when these compressors are most needed by Public Works and other departments for similar reasons. This 185 CFM air compressor would serve multiple uses. It would be used to blow out all the Park Division water lines and irrigation systems including the irrigation system in the Bee Branch Creek Greenway and the Veterans Memorial site. The compressor would be also used to blow out the water lines at the Port of Dubuque Marina. The compressor would allow for more timely usage to ensure that nothing freezes before temperatures get too cold. This air compressor would also be used for other park maintenance projects including sidewalk replacements. This improvement request supports the City Council Goal of Financially Responsible, High Performance City Organization: Sustainable, Equitable and Effective Service Delivery by reducing possible increased maintenance costs related to irrigation and water lines freezing and requiring repair.

Related Cost:	\$20,000	Tax Funds	Non-Recurring	Recommend - Yes
Related Cost:	\$ 5,000	Stormwater Funds	Non-Recurring	
Related Cost:	\$ 500	Tax Funds	Recurring	
Total Cost:	<u>\$25,500</u>			
Property Tax Impact:	<u>\$0.0081</u>	0.08%		
Stormwater User Fee Impact	0.10 %			
Activity: Park Areas & Maintenance				

9 of 9

This improvement request provides for removing some vegetation and invasive plants along the Highway 20 corridor from Locust Street to Grandview Ave. The edges of the woodland areas have begun to "creep" into the maintained areas of landscaping along the corridor. The request would provide funds to hire a contractor to remove some of this "creep" as well as remove some of the invasive plants that are thriving. This will improve the overall look of the corridor as well as remove unwanted and invasive vegetation along the corridor. This request supports the City Council Goal of Sustainable Environment: Preserving and Enhancing Natural Resources by enhancing the beauty of the Highway 20 corridor and removing unwanted and invasive plants.

Related Cost:	<u>\$ 50,000</u>	Tax Funds	Recurring	Recommend - No
Property Tax Impact:	\$ 0.0197	0.20%		
Activity: Greenhouse				

Significant Line Items

Employee Expense

1. FY 2022 employee expense reflects a 3.0% wage package increase.
2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2021 The employee contribution of 6.29% is unchanged from FY 2021.
3. The City portion of health insurance expense increased from \$1,025 in FY 2021 to \$1,086 in FY 2022 per month per contract which results in an annual cost increase of \$8,328 or 5.99%.
4. Five-Year Retiree Sick leave payout decreased from \$19,773 in FY 2021 to \$16,345 in FY 2022.
5. Overtime expense is unchanged from \$21,936 in FY 2021 to \$21,936 in FY 2022. FY 2020 actual was \$38,473.
6. Workers Compensation increased from \$54,465 in FY 2021 to \$65,271 in FY 2022. FY 2020 actual was \$58,282.

Supplies & Services

7. Pay to Other Agency is unchanged from \$50,000 in FY 2021 to \$50,000 in FY 2022. This line item represents part-time staffing and utilities expenses for the EB Lyons Interpretive Center.
8. General Liability Insurance decreased from \$29,462 in FY 2021 to \$27,303 in FY 2022 based on FY 2021 actual.
9. Electric Utility Expense increased from \$114,764 in FY 2021 to \$117,494 in FY 2022 based on FY 2020 actual of \$111,900 plus 5%.

10. Machinery/Equipment Maintenance decreased from \$42,589 in FY 2021 to \$41,866 in FY 2022 based on a three-year average.
11. Property Maintenance decreased from \$186,212 in FY 2021 to \$183,596 in FY 2022. Downtown Maintenance decreased from \$7,564 in FY 2021 to \$5,051 in FY 2022 based on a three-year average.
12. Motor Vehicle Maintenance decreased from \$23,299 in FY 2021 to \$18,407 in FY 2022 based on a three year average. FY 2020 actual was \$14,425.
13. Motor Vehicle Fuel Expense is increased from \$47,692 in FY 2021 to \$48,192 in FY 2022.
14. Landscape, Fertilizer and Plants decreased from \$85,557 in FY 2021 to \$84,454 in FY 2022. Landscape - Stormwater decreased from \$4,407 in FY 2021 to \$3,304 in FY 2022 based on a three-year average.
15. Tree Maintenance is unchanged from \$59,500 in FY 2021 to \$59,500 in FY 2022. FY 2020 Actual was \$118,935. This line item includes contracted tree and stump removal near power lines (\$10,000), ash tree treatment (\$4,500), and ash tree removal (\$45,000).
16. Contractor Services decreased from \$37,218 in FY 2021 to \$34,067 in FY 2022. FY 2020 Actual was \$23,726. This line item includes playground mulch installation, roundabout maintenance, and Bee Branch hanging baskets.
17. Lawn Care Services is unchanged from \$64,604 in FY 2021 to \$64,604. FY 2020 Actual was \$80,314. This line item is for contracted lawn care for smaller parks.
18. Property Insurance decreased from \$38,582 in FY 2021 to \$25,283 in FY 2022 based on no longer insuring property valued under \$100,000. FY 2020 Actual was \$28,278.
19. Equipment Maintenance Contracts increased from \$16,533 in FY 2021 to \$21,862 in FY 2022 based on FY 2020 Actual plus 5%.

Machinery & Equipment

20. Equipment replacement items are requested for \$379,220 for:

<u>Parks Machinery and Equipment Replacements</u>	
<u>Administration</u>	
Smart Phone (2), Shoretel Desktop Phone (1)	\$ 910
<u>Forestry</u>	
Chain Saws	\$ 1,700
12 Ton Chipper Truck	\$ 80,000
<u>Park Patrol</u>	
Body Armor	\$ 650
Smart Phone (2)	\$ 700
Body Cameras	\$ 2,000
<u>Park Areas & Maintenance</u>	
Trailer	\$ 8,000

Parks Machinery and Equipment Replacements	
Pickup Truck (3)	\$ 105,000
Mowers (4)	\$ 108,000
Line Trimmers	\$ 1,200
Picnic Tables (70)	\$ 7,000
Fireplace Grills (15)	\$ 3,750
Drinking Fountains (3)	\$ 7,500
Leaf Blowers (5)	\$ 1,550
Smart Phone (3), Shoretel Desktop Phone (1)	\$ 1,260
Annual Projects	
Tree Plantings	\$ 25,000
Recommended Improvement Packages	\$ 20,000
Total Equipment Replacements	<u>\$ 379,220</u>

Debt Service

21. FY 2022 Annual Debt Service Payments are as follows (\$182,314):

Amount	Debt Series	Source	Purpose	Final Payment Year	Call Date
\$ 5,832	2017A G.O.	Sales Tax 20%	Park Improvements	2030	2025
\$ 5,640	2019C G.O.	Sales Tax 20%	Park Improvements	2027	2026
\$ 23,116	2012E G.O.	General Fund	Park Improvements	2022	2019
\$ 22,551	2012E G.O.	Sales Tax 20%	Park Improvements	2022	2019
\$ 9,669	2014B G.O.	Sales Tax 20%	Park Improvements	2034	2021
\$ 13,355	2014B G.O.	Sales Tax 20%	Park Improvements	2034	2021
\$ 13,333	2016C G.O.	Sales Tax 20%	Ham House Improv.	2036	2024
\$ 88,818	2019B G.O.	Sales Tax 20%	Skate Park	2039	2039
<u>\$ 182,314</u>	Total Park Annual Debt Service				

Revenue

22. Property Lease for rental of land at Murphy Park for a cell phone tower increased from \$24,047 in FY 2021 to \$24,288 in FY 2022 based on a 1% increase over FY 2021 per the lease agreement.
23. Camping Fees decreased from \$66,284 in FY 2021 to \$63,983 in FY 2022 based on a six year average. FY 2020 revenue was \$33,108.
24. Park Entrance Fees decreased from \$37,876 in FY 2021 to \$35,984 in FY 2022 based on a six year average. FY 2020 actual was \$21,545.
25. Pavilion Fees decreased from \$77,315 in FY 2021 to \$64,509 in FY 2022 based on a six year average. FY 2020 revenue was \$51,049.
26. Private Participant decreased from \$92,059 in FY 2021 to \$78,118 in FY 2022. This line item represents the maintenance that is billed to the businesses in the Technology Park and the Industrial Center West. This is calculated by taking the previous Fiscal Year's expenses times the percentage of land. Estimated FY 2021 expense is \$54,545. Decrease is due to a carryover of \$12,000 from

FY21 to FY22 for the planting of trees and also due to memorial tree and bench program being suspended.

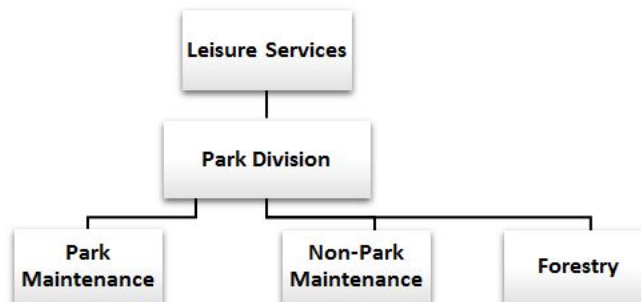
Miscellaneous

27. The Park Division budget for FY 2022 is 15.57% self-supporting versus 17.24% self-supporting in FY 2021.

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LEISURE SERVICES PARKS DIVISION

The Parks Division enables and fosters full enjoyment of the parks, open spaces, and recreational facilities of Dubuque in a manner that demonstrates and fulfills the city's commitment to social equity, economic viability and environmental responsibility.



SUCCESS IS ABOUT PLANNING, PARTNERSHIPS AND PEOPLE LEADING TO OUTCOMES

PEOPLE

Provide service in the most efficient manner and help Dubuque citizens gain a greater knowledge and appreciation of what is involved in providing the park system. Volunteers are utilized whenever possible.

PLANNING

Planning is essential for existing and new development of all areas maintained by the Park Division. The City, community and other organizations work together to provide viable, equitable, and sustainable areas for the public to enjoy.



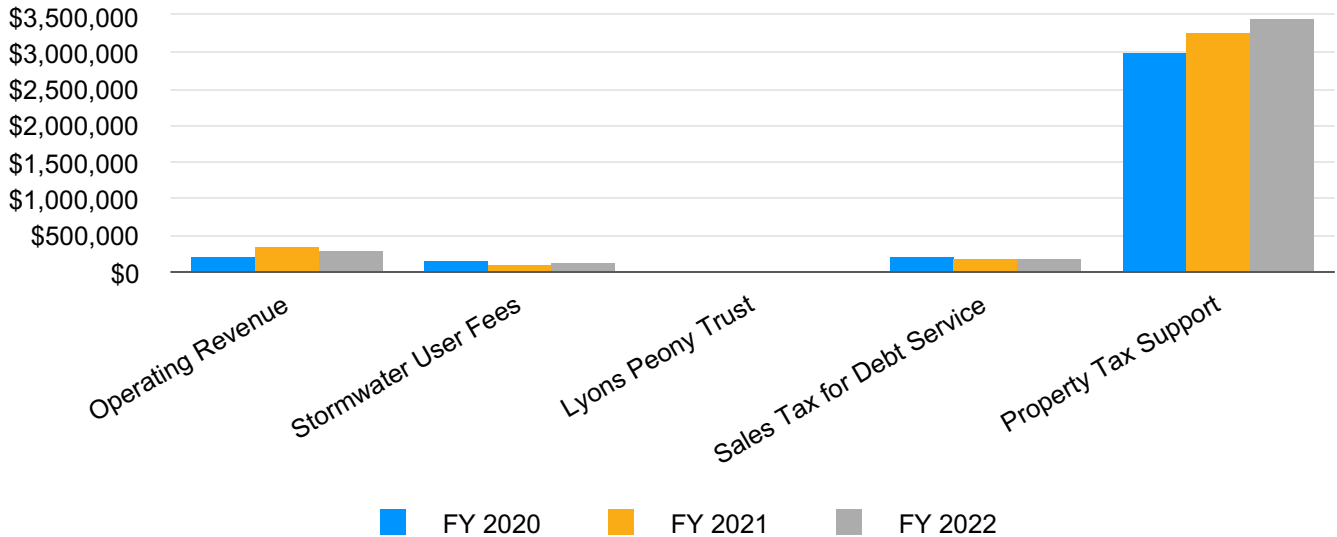
PARTNERSHIPS

The Park Division works with various State, County, Private, and Non-Profit entities. This is to ensure sound development and management of all City assets maintained and operated by the Park Division. Some of these include: Dubuque County, Iowa Department of Natural Resources, Hillcrest Family Services, Dubuque Arboretum, Four Mounds Foundation, and the Dubuque Historical Society.

LEISURE SERVICES PARKS DIVISION

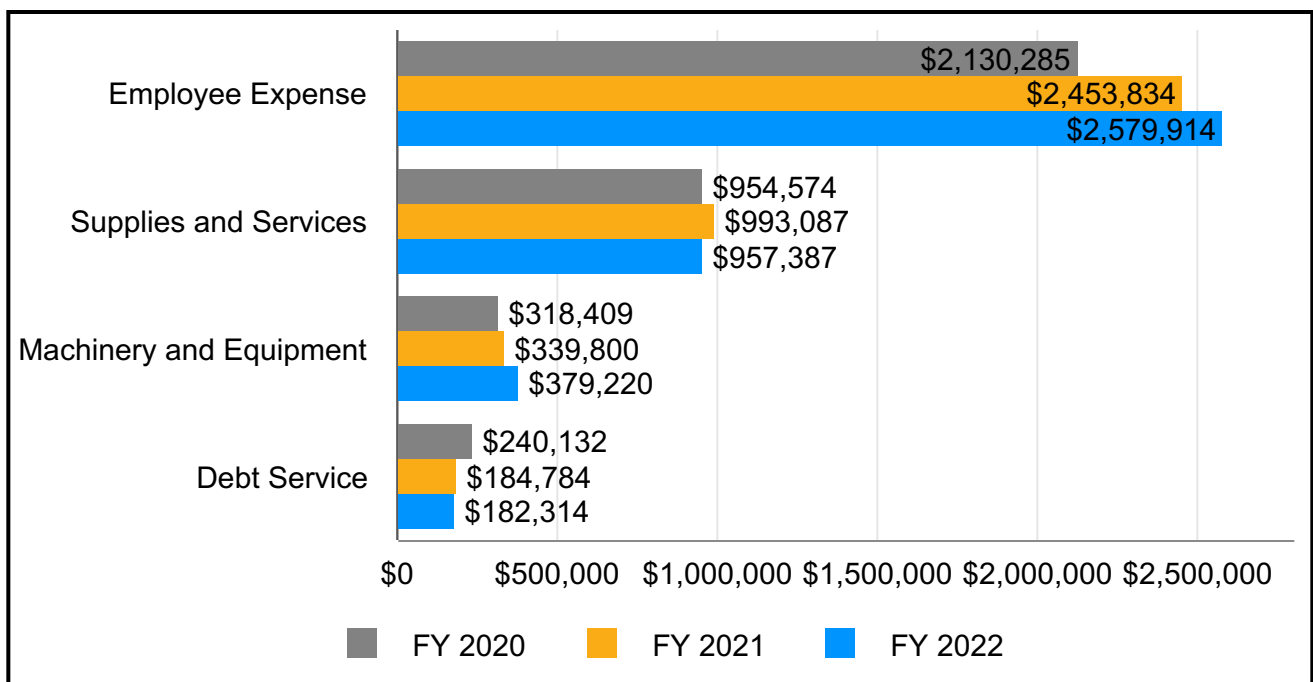
	FY 2020	FY 2021	FY 2022
Full-Time Equivalent	36.48	37.01	37.54

Resources and Property Tax Support



The Park Division is supported by 37.54 full-time equivalent employees, which accounts for 62.94% of the department expense as seen below. Overall, the departments' expenses are expected to increase by 3.21% in FY 2022 compared to FY 2021.

Expenditures by Category by Fiscal Year



LEISURE SERVICES PARKS DIVISION

Parks Maintenance

Mission & Services

Park Maintenance provides daily maintenance and security of all parks, park and building repairs and improvements, grounds maintenance, trail maintenance, emergency storm damage response/repair, park inspections, athletic field and court maintenance, snow removal, equipment and playground maintenance and maintenance of water features and irrigation systems. It also includes maintenance of all park equipment and vehicles. Also included is assistance with maintenance of Recreation facilities.


Areas include: Maintenance staff maintains 16 community parks, 6 neighborhood parks, 25 mini parks, 5 new parcels for park development and a Pet Park for a total of 974 acres. Other maintenance responsibilities include 3.4 miles of median strips, 12 miles of roadway, 5 miles of sidewalks, 27 miles of off-road paved multi-use trails and 40 other areas.

Park Maintenance Funding Summary			
	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested
Expenditures	\$2,113,836	2,331,844	2,448,734
Resources	\$177,523	269,302	234,282

Park Maintenance Position Summary	
	FY 2022
Foreman	2.00
Leisure Services Manager	0.52
Park Division Manager	1.00
Natural Areas & Sustainable Practices Spec	0.09
Nat. Areas & Sustainable Practices Spec - Stormwater	0.40
Park Ranger	0.86
Park Fee Collector	1.09
Lead Secretary	0.40
Clerical Assistant	0.10
Maintenance Worker	7.82
Truck Driver	0.60
Laborer II - Stormwater	1.55
Laborer II	3.90
Laborer I - Stormwater	0.11
Laborer I	1.28
Total FT Equivalent Employees	21.72

Performance Measures

City Council Goal: Financially Responsible, High-Performance Organization

	Performance Measure (KPI)	Target	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimated	Performance Indicator
1	Activity Objective: Reduce maintenance costs by converting various park areas of turf to natural and native areas.					
	# acres of natural area maintained by Parks Division	100	42	54	60	

LEISURE SERVICES PARKS DIVISION

Public Landscape Maintenance

Mission & Services



Public Landscape Maintenance provides for seasonal grounds maintenance of non-park, city owned properties including the Port of Dubuque, Downtown, Dubuque Technology Park, Dubuque Industrial Center West and the Gateways and Green Corridors. This division also manages the City greenhouse.

Non-Park Maintenance Funding Summary			
	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested
Expenditures	\$832,399	\$906,315	\$926,771
Resources	\$40,033	\$52,844	\$50,495

Non-Park Maintenance Position Summary	
	FY 2022
Horticulturist	1.00
Assistant Horticulturist - Greenhouse	2.02
Assistant Horticulturist - Port	0.26
Assistant Horticulturist - Downtown	0.30
Nat. Areas & Sustain. Spec. - Tech Park	0.30
Nat. Areas & Sustain. Spec. - DICW	0.21
Confidential Account Clerk	1.00
Mechanic	1.46
Maintenance Worker - Downtown	0.80
Maintenance Worker - Tech Park	0.25
Maintenance Worker - DICW	0.47
Laborer - Port of Dubuque	0.25
Laborer - Tech Park	0.10
Laborer - DICW	0.15
Laborer - Greenhouse	2.67
Laborer - Veteran's Memorial Park	0.58
Total FT Equivalent Employees	11.82

Performance Measures

City Council Goal: Sustainable Environment

	Performance Measure (KPI)	Target	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimated	Performance Indicator
1	Activity Objective: Create a City that is beautiful and a source of pride by providing pollinator beds in City landscapes.					
	# of pollinator beds (total)	25	3	12	15	
2	Activity Objective: Provide opportunities for physical activity to improve physical and mental health through continuing to expand the City's interconnected trail system.					
	# miles off-road, paved, multi-use trails	35	25.5	27.9	27.9	

LEISURE SERVICES PARKS DIVISION

Forestry

Mission & Services



The Forestry activity aims to mitigate hazards caused by trees while improving the aesthetic and environmental health of the community with a focus on public safety. Forestry is responsible for the maintenance of all trees between the sidewalk and curb, trees on city property and in parks. Responsibilities include pruning, tree removal, and emergency work after storm events.

Forestry Funding Summary			
	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested
Expenditures	\$454,580	\$514,051	\$518,317
Resources	\$1,695	\$1,200	\$1,600

Forestry Position Summary	
	FY 2022
Urban Forester	1.00
Equipment Operator II	1.00
Forestry Technician	1.00
Truck Driver	1.00
Total FT Equivalent Employees	4.00

Performance Measures

City Council Goal: Sustainable Environment

	Performance Measure (KPI)	Target	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimated	Performance Indicator
1	Activity Objective: Continue to implement the Emerald Ash Borer(EAB) Readiness Plan to effectively treat and/or remove affected ash trees on City properties.					
	% of City street trees that are ash trees	14%	22%	20%	17%	
	City owned ash trees removed	1350 (cumulative)	135	195	250	

Three trees placed strategically around a home can cut summer air conditioning needs by up to 50 percent.

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Recommended Operating Revenue Budget - Department Total						
30 - PARK DIVISION						
Fund	Account	Account Title	FY19 Actual Revenue	FY20 Actual Revenue	FY21 Adopted Budget	FY22 Recomm'd Budget
293	43110	INVESTMENT EARNINGS	2,461	2,812	0	2,812
500	43110	INVESTMENT EARNINGS	5,566	5,788	5,009	5,788
100	43230	LEASE, PROPERTY	22,479	23,153	24,047	24,288
100	43240	LEASE, HILLCREST FAM SERV	0	0	1	1
100	43241	DBQ WATER SKI CLUB	545	545	545	545
100	43242	RENT, FARM LAND	9,840	9,600	9,600	9,600
100	43243	CAMPING FEES	33,439	33,108	66,284	63,983
100	43244	LEASE, DUB.ARBORETUM	0	1	1	1
100	43245	LEASE, FOUR MOUNDS	1	1	1	1
100	43247	LEASE, CHILDREN'S ZOO	0	1	1	1
100	43248	LEASE,TRI-STATE MODEL AIR	300	300	300	300
100	43251	RENTS & CONCESSIONS	176	244	176	244
100	43252	VIEWING TOWER COMMISSION	1,218	1,106	1,343	1,226
100	43300	DBQ GIRL IND LEAGUE LEASE	0	1	1	1
100	43301	HILLCREST PARKING LEASE	0	1	0	0
100	43325	LEASE, OTHER	21,305	21,305	21,306	21,306
100	43326	DBQ COMM ICE & REC CENTER	0	1	1	1
43	USE OF MONEY AND PROPERTY - Total		97,331	97,967	128,616	130,098
100	45701	STATE GRANTS	1,273	0	0	0
45	STATE GRANTS - Total		1,273	0	0	0
100	51956	PAVILION FEES	63,196	51,049	77,315	64,509
100	51957	PARK ENTRANCE FEES	33,137	21,545	37,876	35,984
100	51958	PARK SEASON PASSES	5,828	779	6,130	4,291
100	51974	PET PARK FEES	1,979	917	1,962	1,660
51	CHARGES FOR SERVICES - Total		104,140	74,290	123,283	106,444
100	53102	PRIVATE PARTICIPANT	38,212	35,953	80,041	69,418
293	53102	PRIVATE PARTICIPANT	14,220	8,700	12,018	8,700
100	53201	REFUNDS	0	347	0	0
100	53605	MISCELLANEOUS REVENUE	8,862	7,176	5,672	5,575
100	53610	INSURANCE CLAIMS	695	0	0	0
100	53615	DAMAGE CLAIMS	3,356	6,108	1,000	1,000
100	53620	REIMBURSEMENTS-GENERAL	15,782	5,410	14,690	8,618
620	53620	REIMBURSEMENTS-GENERAL	30	0	0	0
53	MISCELLANEOUS - Total		81,157	63,693	113,421	93,311
100	54109	SALVAGE SALES	200	600	200	600
400	54210	GO BOND PROCEEDS	515	50,714	0	0
400	54220	BOND DISCOUNT	23	2,297	0	0
54	OTHER FINANCING SOURCES - Total		738	53,611	200	600
400	59100	FR GENERAL	22,561	24,004	23,560	23,116
400	59350	FR SALES TAX CONSTRUCTION	82,554	124,229	161,224	159,198
59	TRANSFER IN AND INTERNAL - Total		105,115	148,233	184,784	182,314
PARK DIVISION - Total			389,753	437,795	550,304	512,767

Recommended Operating Expenditure Budget - Department Total

30 - PARK DIVISION

Fund	Account	Account Title	FY19 Actual Expense	FY20 Actual Expense	FY21 Adopted Budget	FY 22 Recomm'd Budget
100	61010	FULL-TIME EMPLOYEES	1,099,809	1,172,274	1,308,660	1,358,038
620	61010	FULL-TIME EMPLOYEES	23,629	23,140	24,295	25,105
100	61020	PART-TIME EMPLOYEES	42,520	32,064	43,447	44,867
100	61030	SEASONAL EMPLOYEES	281,812	170,591	315,005	327,897
620	61030	SEASONAL EMPLOYEES	21,658	15,789	26,521	40,138
100	61050	OVERTIME PAY	31,905	38,345	21,936	21,936
620	61050	OVERTIME PAY	422	128	0	0
100	61071	HOLIDAY PAY-OVERTIME	2,905	3,221	1,854	1,854
620	61071	HOLIDAY PAY-OVERTIME	79	183	0	0
100	61081	COVID19 SCHOOL/DAYCARE CL	0	9,396	0	0
620	61081	COVID19 SCHOOL/DAYCARE CL	0	1,027	0	0
100	61083	COVID19 EMP NON-WORK	0	28,967	0	0
100	61085	SELF QUARANTINE HEALTH	0	1,665	0	0
100	61087	CARETAKER FOR 1 OR 2	0	1,513	0	0
100	61091	SICK LEAVE PAYOFF	29,586	18,897	19,773	16,345
100	61092	VACATION PAYOFF	4,032	1,604	0	0
100	61310	IPERS	131,947	134,357	159,699	165,633
620	61310	IPERS	3,916	3,801	4,797	6,159
100	61320	SOCIAL SECURITY	108,788	107,033	130,870	135,471
620	61320	SOCIAL SECURITY	3,383	2,960	3,889	4,991
100	61410	HEALTH INSURANCE	301,178	242,513	284,284	292,317
620	61410	HEALTH INSURANCE	5,723	4,335	4,918	5,213
100	61415	WORKMENS' COMPENSATION	64,187	57,126	53,430	64,157
620	61415	WORKMENS' COMPENSATION	1,401	1,156	1,035	1,114
100	61416	LIFE INSURANCE	829	892	1,282	1,282
620	61416	LIFE INSURANCE	16	16	22	22
100	61417	UNEMPLOYMENT INSURANCE	67,020	50,419	40,992	58,720
620	61417	UNEMPLOYMENT INSURANCE	2,415	3,596	1,207	3,005
100	61640	SAFETY EQUIPMENT	1,882	1,919	3,200	3,200
620	61640	SAFETY EQUIPMENT	16	54	200	200
100	61645	TOOL ALLOWANCE	200	200	200	200
100	61650	MEAL ALLOWANCE	36	708	250	250
100	61660	EMPLOYEE PHYSICALS	1,843	395	1,868	1,600
620	61660	EMPLOYEE PHYSICALS	0	0	200	200
61 - WAGES AND BENEFITS			2,233,137	2,130,285	2,453,834	2,579,914
100	62010	OFFICE SUPPLIES	2,843	2,798	2,892	2,952
620	62010	OFFICE SUPPLIES	0	0	75	0
100	62011	UNIFORM PURCHASES	9,795	9,845	9,600	9,600
620	62011	UNIFORM PURCHASES	34	55	150	150
100	62030	POSTAGE AND SHIPPING	475	354	522	522
100	62032	FLAGS	11,452	12,768	11,681	13,023
620	62032	FLAGS	695	1,346	600	600
100	62033	HAND TOOLS/EQUIPMENT	8,315	9,349	8,818	8,500
620	62033	HAND TOOLS/EQUIPMENT	177	134	250	250
100	62034	REPAIR PARTS/SUPPLIES	6,236	7,654	7,421	8,331
293	62037	PAVERS VETERNS	11,548	0	11,779	0
100	62061	DP EQUIP. MAINT CONTRACTS	9,412	8,824	10,582	16,163
100	62062	JANITORIAL SUPPLIES	10,521	13,729	10,764	13,994
100	62063	SAFETY RELATED SUPPLIES	943	978	1,061	998
620	62063	SAFETY RELATED SUPPLIES	413	0	250	250

Recommended Operating Expenditure Budget - Department Total

30 - PARK DIVISION

Fund	Account	Account Title	FY19 Actual Expense	FY20 Actual Expense	FY21 Adopted Budget	FY 22 Recomm'd Budget
100	62064	ELECTRICAL SUPPLIES	6,273	2,841	6,398	4,611
620	62064	ELECTRICAL SUPPLIES	69	0	70	70
100	62090	PRINTING & BINDING	705	907	1,282	1,178
293	62090	PRINTING & BINDING	178	0	190	0
100	62110	COPYING/REPRODUCTION	1,272	692	1,173	688
100	62130	LEGAL NOTICES & ADS	1,611	509	1,611	509
100	62140	PROMOTION	1,258	1,273	2,400	2,400
100	62170	SUBSCRIPTIONS-BOOKS-MAPS	151	29	154	154
100	62190	DUES & MEMBERSHIPS	1,844	699	820	820
100	62204	REFUNDS	1,729	14,499	0	0
100	62206	PROPERTY INSURANCE	36,509	28,013	38,335	24,968
620	62206	PROPERTY INSURANCE	235	265	247	315
100	62208	GENERAL LIABILITY INSURAN	26,631	28,076	27,962	27,303
620	62208	GENERAL LIABILITY INSURAN	0	0	1,500	0
100	62240	MISCELLANEOUS	423	440	0	0
100	62310	TRAVEL-CONFERENCES	1,845	1,583	2,865	2,985
100	62320	TRAVEL-CITY BUSINESS	219	132	368	368
100	62340	MILEAGE/LOCAL TRANSP	1,117	892	1,200	1,200
100	62360	EDUCATION & TRAINING	9,504	4,235	9,230	9,230
100	62411	UTILITY EXP-ELECTRICITY	90,811	94,470	98,075	99,193
620	62411	UTILITY EXP-ELECTRICITY	15,453	17,430	16,689	18,301
100	62412	UTILITY EXP-GAS	16,916	14,970	15,917	14,970
100	62415	UTILITY EXPENSE STORMWATR	70	74	79	79
100	62418	UTILITY EXP-REFUSE	868	485	902	672
100	62421	TELEPHONE	7,145	7,411	7,100	7,372
100	62431	PROPERTY MAINTENANCE	172,669	139,222	183,163	180,596
293	62431	PROPERTY MAINTENANCE	49	492	49	0
620	62431	PROPERTY MAINTENANCE	1,041	4,486	3,000	3,000
100	62436	RENTAL OF SPACE	440	440	440	440
100	62511	FUEL, MOTOR VEHICLE	58,151	46,351	44,077	44,577
620	62511	FUEL, MOTOR VEHICLE	3,213	2,352	3,615	3,615
100	62521	MOTOR VEHICLE MAINT.	18,784	14,197	22,799	17,907
620	62521	MOTOR VEHICLE MAINT.	120	228	500	500
100	62522	VEHICLE MAINT., ACCIDENT	695	0	0	0
100	62528	MOTOR VEH. MAINT. OUTSOUR	2,215	9,238	1,055	1,055
100	62611	MACH/EQUIP MAINTENANCE	36,619	50,281	41,589	40,866
620	62611	MACH/EQUIP MAINTENANCE	1,494	1,059	1,000	1,000
100	62614	EQUIP MAINT CONTRACT	16,347	20,708	16,347	21,659
620	62614	EQUIP MAINT CONTRACT	186	203	186	203
100	62615	MACH/EQUIP MAINT. OUTSOUR	0	395	0	0
100	62627	CAMERA MAINTENANCE	576	576	576	576
100	62635	TURF CHEMICALS	3,302	2,569	1,853	2,290
620	62635	TURF CHEMICALS	151	45	500	500
100	62636	DE-ICING PRODUCTS	7,740	5,320	9,000	9,000
620	62636	DE-ICING PRODUCTS	760	880	1,500	1,500
100	62637	LANDSCAPE/FERT/PLANTS	67,148	98,706	79,150	79,150
500	62637	LANDSCAPE/FERT/PLANTS	1,811	0	2,000	2,000
620	62637	LANDSCAPE/FERT/PLANTS	2,415	3,812	4,407	3,304
100	62663	SOFTWARE LICENSE EXP	1,015	580	1,055	1,386
100	62664	LICENSE/PERMIT FEES	185	124	60	124

Recommended Operating Expenditure Budget - Department Total

30 - PARK DIVISION

Fund	Account	Account Title	FY19 Actual Expense	FY20 Actual Expense	FY21 Adopted Budget	FY 22 Recomm'd Budget
100	62666	CREDIT CARD CHARGE	5,580	6,101	5,580	6,101
100	62667	DATA SERVICES	5,268	7,117	7,227	5,166
100	62685	SIGN SUPPLIES	1,426	4,170	2,000	2,000
100	62692	LANDFILL FEES	3,635	2,837	3,635	3,635
100	62710	CONTRACTOR SERVICES	6,420	8,048	18,000	18,000
620	62710	CONTRACTOR SERVICES	12,519	15,678	19,218	16,067
100	62712	CONSULTING ENGINEERS	0	2,692	0	0
400	62713	LEGAL SERVICES	0	112	0	0
100	62716	CONSULTANT SERVICES	3,500	0	10,000	0
100	62720	TREE MAINTENANCE	90,095	118,935	59,500	59,500
400	62731	MISCELLANEOUS SERVICES	249	309	0	0
100	62732	TEMP HELP/CONTRACT SERV.	480	225	600	600
100	62738	CAMPGROUND MANAGEMENT	5,800	4,868	6,500	6,500
100	62743	CT PEOPLE W/DISABILITIES	0	0	3,350	3,350
100	62747	MACH/EQUIPMENT RENTAL	13,190	13,147	13,940	13,897
100	62761	PAY TO OTHER AGENCY	0	0	50,000	50,000
100	62781	LAWN CARE SERVICES	45,848	80,314	64,604	64,604
62 - SUPPLIES AND SERVICES			886,828	954,574	993,087	957,387
400	62724	BOND PAYING AGENT FEE	0	24	0	0
627 - CONTRACTUAL SERVICES			0	24	0	0
100	71120	PERIPHERALS, COMPUTER	380	3,157	0	0
100	71124	COMPUTER	0	2,020	0	0
100	71310	AUTO/JEEP REPLACEMENT	411	31,184	0	0
100	71312	VAN/PICKUP/WAG REPL	47,322	0	94,000	0
100	71313	TRACTOR-REPLACEMENT	0	100,910	0	0
100	71314	TRUCK-REPLACEMENT	116,668	0	80,000	185,000
620	71314	TRUCK-REPLACEMENT	0	44,173	0	0
100	71318	HEAVY EQUIP-REPLACEMENT	0	40,560	0	0
100	71328	TRAILERS	3,813	0	0	8,000
100	71405	SWITCH	0	4,510	0	0
100	71415	SAWS	725	0	1,700	1,700
620	71415	SAWS	300	0	0	0
100	71512	COMPRESSORS	297	0	0	20,000
620	71512	COMPRESSORS	0	0	0	5,000
100	71522	TRUCKSTER	59,831	14,418	0	0
100	71535	VEHICLE HOIST	5,758	6,880	0	0
100	71550	MISCELLANEOUS EQUIPMENT	7,590	0	7,000	0
100	71611	MOWING EQUIPMENT	2,257	17,400	108,000	108,000
620	71611	MOWING EQUIPMENT	0	22,936	0	0
100	71613	TRIMMERS	1,279	895	1,200	1,200
100	71615	LEAF BLOWER	0	0	1,550	1,550
620	71615	LEAF BLOWER	420	220	0	0
100	71616	SNOW BLOWER	0	629	0	0
100	71619	OTHER MAINT. EQUIPMENT	21,524	0	0	0
100	72213	BODY ARMOR	0	0	650	650
100	72417	CAMERA RELATED EQUIPMENT	0	0	2,000	2,000
100	72418	TELEPHONE RELATED	338	229	450	2,870
100	72710	PICNIC TABLES	4,697	5,989	7,000	7,000
100	72711	FIRE PLACES	0	7,832	3,750	3,750
620	72821	RECEPTACLES, TRASH	8,740	2,475	0	0

Recommended Operating Expenditure Budget - Department Total

30 - PARK DIVISION

Fund	Account	Account Title	FY19 Actual Expense	FY20 Actual Expense	FY21 Adopted Budget	FY 22 Recomm'd Budget
71 - EQUIPMENT			282,349	306,416	307,300	346,720
100	72714	DRINKING FOUNTAINS	0	7,155	7,500	7,500
72 - EQUIPMENT			0	7,155	7,500	7,500
293	73211	CONST.CONTR-NOT BLDG	0	1,538	0	0
100	73311	TREE PLANTING	9,638	3,300	25,000	25,000
73 - CIP EXPENDITURES			9,638	4,838	25,000	25,000
400	74111	PRINCIPAL PAYMENT	76,140	205,159	153,006	154,706
400	74112	INTEREST PAYMENT	19,336	34,973	31,778	27,608
74 - DEBT SERVICE			95,475	240,132	184,784	182,314
30 - PARK DIVISION TOTAL			3,507,428	3,643,424	3,971,505	4,098,835

Recommended Expenditure Budget Report by Activity & Funding Source

30 - PARK DIVISION

PARK ADMINISTRATION - 30100

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	5,588	—	910
SUPPLIES AND SERVICES	29,778	46,383	35,351
WAGES AND BENEFITS	295,823	313,177	321,822
PARK ADMINISTRATION	331,189	359,560	358,083
FORESTRY	- 30220		

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
CIP EXPENDITURES	3,300	25,000	25,000
EQUIPMENT	—	81,700	81,700
SUPPLIES AND SERVICES	156,998	89,619	89,806
WAGES AND BENEFITS	294,283	317,732	321,811
FORESTRY	454,580	514,051	518,317
PARK PATROL	- 30300		

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	40	2,650	3,350
SUPPLIES AND SERVICES	7,555	4,537	9,280
WAGES AND BENEFITS	52,135	68,982	74,218
PARK PATROL	59,730	76,169	86,848
PARK AREAS & MAINTENANCE - 30400			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	229,225	223,450	263,260
SUPPLIES AND SERVICES	476,762	551,040	547,326
WAGES AND BENEFITS	842,967	1,000,784	1,052,445
PARK AREAS & MAINTENANCE	1,548,954	1,775,274	1,863,031
SUPPLIES AND SERVICES	492	49	—
VETERANS MEMORIAL MTCE	492	49	—
VETERANS MEMORIAL - 30405			

FUNDING SOURCE: VETERANS MEMORIAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
CIP EXPENDITURES	1,538	—	—
SUPPLIES AND SERVICES	—	11,969	—
VETERANS MEMORIAL PAVERS	1,538	11,969	—
PORT OF DBQ MAINTENANCE - 30415			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	—	—	—
SUPPLIES AND SERVICES	5,783	8,974	8,972

Recommended Expenditure Budget Report by Activity & Funding Source

30 - PARK DIVISION

WAGES AND BENEFITS	23,041	28,058	29,222
PORT OF DBQ MAINTENANCE	28,824	37,032	38,194
PARK EQUIPMENT MAINT. - 30420			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	8,900	—	—
SUPPLIES AND SERVICES	99,575	99,304	92,754
WAGES AND BENEFITS	121,414	122,306	129,343
PARK EQUIPMENT MAINT.	229,888	221,610	222,097
DOWNTOWN MAINTENANCE - 30430			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	14	—	—
SUPPLIES AND SERVICES	9,068	16,600	14,382
WAGES AND BENEFITS	57,965	87,435	91,846
DOWNTOWN MAINTENANCE	67,047	104,035	106,228
STORM AREA MAINTENANCE - 30440			

FUNDING SOURCE: STORM WATER OPERATION

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	69,804	—	5,000
SUPPLIES AND SERVICES	47,973	53,757	49,625
WAGES AND BENEFITS	56,186	67,084	86,147
STORM AREA MAINTENANCE	173,963	120,841	140,772
GREENHOUSE - 30500			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	—	7,000	—
SUPPLIES AND SERVICES	110,966	87,211	85,277
WAGES AND BENEFITS	297,678	325,296	345,674
GREENHOUSE	408,644	419,507	430,951
TECHNOLOGY PARK MAINT. - 30520			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	2,974	6,750	7,083
WAGES AND BENEFITS	46,006	47,795	49,926
TECHNOLOGY PARK MAINT.	48,980	54,545	57,009
IND. CENTER WEST MAINT. - 30530			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	6,228	10,644	11,281

Recommended Expenditure Budget Report by Activity & Funding Source

30 - PARK DIVISION

WAGES AND BENEFITS	42,788	58,942	61,011
IND. CENTER WEST MAINT.	49,016	69,586	72,292
CHAPLAIN SCHMITT ISLAND - 30540			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	—	4,250	4,250
WAGES AND BENEFITS	—	16,243	16,449
CHAPLAIN SCHMITT ISLAND	—	20,493	20,699
LYONS PEONY TRUST - 30590			

FUNDING SOURCE: LYONS PEONY TRUST

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	—	2,000	2,000
LYONS PEONY TRUST	—	2,000	2,000
PARK DEBT SERVICE - 30600			

FUNDING SOURCE: DEBT SERVICE

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
CONTRACTUAL SERVICES	24	—	—
DEBT SERVICE	240,132	184,784	182,314
SUPPLIES AND SERVICES	422	—	—
PARK DEBT SERVICE	240,578	184,784	182,314
PARK DIVISION TOTAL	\$3,643,424	\$3,971,505	\$4,098,835

CITY OF DUBUQUE, IOWA
DEPARTMENT DETAIL - PERSONNEL COMPLEMENT
30 PARKS DIVISION

FD	JC	WP-GR	JOB CLASS	FY 2020		FY 2021		FY 2022	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
61010 Full Time Employee Expense									
100	3375	GE-41	LEISURE SERVICES MANAGER	0.52	\$ 60,006	0.52	\$ 67,744	0.52	\$ 72,249
100	3150	GE-36	PARK DIVISION MANAGER	1.00	\$ 88,277	1.00	\$ 89,269	1.00	\$ 90,577
100	200	GE-26	LEAD SECRETARY	0.40	\$ 20,449	0.40	\$ 17,978	0.40	\$ 19,264
100		GE-25	ACCOUNT CLERK CONFIDENT	1.00	\$ 49,099	1.00	\$ 50,028	1.00	\$ 50,752
100	1575	GD-11	URBAN FORESTER	1.00	\$ 62,811	1.00	\$ 63,513	1.00	\$ 64,610
100	2655	GD-11	FOREMAN	2.00	\$ 124,825	2.00	\$ 126,422	2.00	\$ 128,604
100		GD-11	NATURAL AREAS & SUSTAINABLE SPEC	0.60	\$ 36,251	0.60	\$ 36,994	0.60	\$ 36,492
620		GD-11	NATURAL AREAS & SUSTAINABLE SPEC STORM	0.40	\$ 24,167	0.40	\$ 24,662	0.40	\$ 25,105
100	2525	GD-10	MECHANIC	1.46	\$ 86,880	1.46	\$ 87,849	1.46	\$ 90,932
100	2300	GD-08	EQUIPMENT OPERATOR II	1.00	\$ 58,607	1.00	\$ 59,261	1.00	\$ 60,291
100		GD-08	HORTICULTURIST	1.00	\$ 60,418	1.00	\$ 61,094	1.00	\$ 62,148
100		GD-06	ASSISTANT HORTICULTURALIST	2.58	\$ 132,437	2.58	\$ 136,522	2.58	\$ 142,325
100		GD-06	FORESTRY TECHNICIAN	1.00	\$ 55,062	1.00	\$ 55,674	1.00	\$ 56,645
100	2205	GD-06	MAINTENANCE WORKER	8.54	\$ 472,323	8.54	\$ 475,919	8.54	\$ 483,149
TOTAL FULL TIME EMPLOYEES				22.50	\$ 1,331,612	22.50	\$ 1,352,929	22.50	\$ 1,383,143
61020 Part Time Employee Expense									
100	225	GE-25	SECRETARY	—	\$ —	—	\$ —	—	\$ —
100	2205	GD-06	MAINTENANCE WORKER	0.80	\$ 43,613	0.80	\$ 44,099	0.80	\$ 44,867
TOTAL PART TIME EMPLOYEES				0.90	\$ 45,946	0.90	\$ 46,458	0.90	\$ 47,260
61030 Seasonal Employee Expense									
100	1479	NA-26	TRUCK DRIVER	1.60	\$ 50,938	1.60	\$ 51,478	1.60	\$ 52,246
100		NA-01	LABORER II	7.12	\$ 170,279	3.90	\$ 93,779	3.90	\$ 95,161
620		NA-01	LABORER II STORM	1.13	\$ 26,622	1.02	\$ 24,301	1.55	\$ 37,478
100	896	NA-11	LABORER I	1.28	\$ 27,473	5.03	\$ 118,771	5.03	\$ 124,266
100		NA-11	LABORER I STORM	—	\$ —	0.11	\$ 2,621	0.11	\$ 2,660
100		NA-28	CLERICAL ASSISTANT	0.10	\$ 2,333	0.10	\$ 2,359	0.10	\$ 2,393
100		NA-26	PARK RANGER	0.86	\$ 27,686	0.86	\$ 27,977	0.86	\$ 28,392
100	3425	NA-11	PARK FEE COLLECTOR	1.09	\$ 24,829	1.09	\$ 25,091	1.09	\$ 25,439
TOTAL SEASONAL EMPLOYEES				13.08	\$ 327,827	13.61	\$ 344,018	14.14	\$ 365,642
TOTAL PARKS DIVISION				36.48	\$ 1,705,385	37.01	\$ 1,743,405	37.54	\$ 1,796,045

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

	ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2020		FY 2021		FY 2022		
						FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Park Administration-FT												
	10030100	61010	100	3375	GE-41	LEISURE SERVICES MANAGER	0.52	\$ 60,006	0.52	\$ 67,744	0.52	\$ 72,249
	10030100	61010	100	3150	GE-36	PARK DIVISION MANAGER	1.00	\$ 88,277	1.00	\$ 89,269	1.00	\$ 90,577
	10030100	61010	100	225	GE-25	ACCOUNT CLERK CONFIDENT	1.00	\$ 49,099	1.00	\$ 50,028	1.00	\$ 50,752
	10030100	61010	100	200	GE-26	LEAD SECRETARY	0.40	\$ 20,449	0.40	\$ 17,978	0.40	\$ 19,264
					Total		2.92	\$ 217,831	2.92	\$ 225,019	2.92	\$ 232,842
Park Administration-PT												
	10030100	61020	100	225	GE-25	SECRETARY	—	\$ —	—	\$ —	—	
	10030100	61020	100		NA-28	CLERICAL ASSISTANT	0.10	\$ 2,333	0.10	\$ 2,359	0.10	\$ 2,393
					Total		0.10	\$ 2,333	0.10	\$ 2,359	0.10	\$ 2,393
Park Maintenance-FT												
	10030400	61010	100	2205	GD-06	MAINTENANCE WORKER	7.82	\$ 432,129	7.82	\$ 435,635	7.82	\$ 445,044
	10030400	61010	100	2655	GD-11	FOREMAN	2.00	\$ 124,825	2.00	\$ 126,422	2.00	\$ 128,604
	10030400	61010	100	3,534	GD-11	NATURAL AREAS & SUSTAINABLE SPEC	0.09	\$ 5,438	0.09	\$ 5,549	0.09	\$ 5,649
					Total		9.91	\$ 562,392	9.91	\$ 567,606	9.91	\$ 579,297
Park Maintenance-Seasonal												
	10030400	61030	100	1479	NA-26	TRUCK DRIVER	0.60	\$ 18,776	0.60	\$ 18,980	0.60	\$ 19,268
	10030400	61030	100	1479	NA-01	LABORER II	3.90	\$ 92,749	3.90	\$ 93,779	3.90	\$ 95,161
	10030400	61030	100	896	NA-11	LABORER I	1.28	\$ 27,473	1.28	\$ 27,769	1.28	\$ 28,196
					Total		5.78	\$ 138,998	5.78	\$ 140,528	5.78	\$ 142,625
Port of Dubuque Maintenance -FT												
	10030415	61010	100	1445	GD-06	ASSISTANT HORTICULTURALIST	0.26	\$ 14,457	0.26	\$ 14,619	0.26	\$ 15,002
					Total		0.26	\$ 14,457	0.26	\$ 14,619	0.26	\$ 15,002
Port of Dubuque Maintenance -Seasonal												
	10030415	61030	100	896	NA-11	LABORER I	0.25	\$ 6,283	0.25	\$ 6,348	0.25	\$ 6,436
					Total		0.25	\$ 6,283	0.25	\$ 6,348	0.25	\$ 6,436
Park Equipment Maintenance-FT												
	10030420	61010	100	2525	GD-10	MECHANIC	1.46	\$ 86,880	1.46	\$ 87,849	1.46	\$ 90,932
					Total		1.46	\$ 86,880	1.46	\$ 87,849	1.46	\$ 90,932
Park Patrol-Seasonal												
	10030300	61030	100	1605	NA-11	PARK RANGER	0.86	\$ 27,686	0.86	\$ 27,977	0.86	\$ 28,392
	10030300	61030	100	3425	NA-11	PARK FEE COLLECTOR	1.09	\$ 24,829	1.09	\$ 25,091	1.09	\$ 25,439
					Total		1.95	\$ 52,515	1.95	\$ 53,068	1.95	\$ 53,831
Greenhouse-FT												
	10030500	61010	100	1550	GD-11	HORTICULTURIST	1.00	\$ 60,418	1.00	\$ 61,094	1.00	\$ 62,148
	10030500	61010	100	1445	GD-06	ASSISTANT HORTICULTURALIST	2.02	\$ 101,298	2.02	\$ 105,035	2.02	\$ 110,014
					Total		3.02	\$ 161,716	3.02	\$ 166,129	3.02	\$ 172,162
Greenhouse-PT												
	10030500	61020	100	2205	GD-06	MAINTENANCE WORKER	0.30	\$ 16,355	—	\$ —	—	\$ —
					Total		0.30	\$ 16,355	—	\$ —	—	\$ —

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2020		FY 2021		FY 2022		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Greenhouse-Seasonal											
10030500	61030	100		NA-01	LABORER I	2.67	\$ 64,179	2.67	\$ 64,881	2.67	\$ 65,830
					Total	2.67	\$ 64,179	2.67	\$ 64,881	2.67	\$ 65,830
Downtown Maintenance - FT											
10030430	61010	100	1445	GD-06	ASSISTANT HORTICULTURALIST	0.30	\$ 16,682	0.30	\$ 16,868	0.30	\$ 17,309
					Total	0.30	\$ 16,682	0.30	\$ 16,868	0.30	\$ 17,309
Downtown Maintenance - PT											
10030430	61020	100	2205	GD-06	MAINTENANCE WORKER	0.50	\$ 27,258	0.80	\$ 44,099	0.80	\$ 44,867
					Total	0.50	\$ 27,258	0.80	\$ 44,099	0.80	\$ 44,867
Forestry-FT											
10030220	61010	100	2300	GD-08	EQUIPMENT OPERATOR II	1.00	\$ 58,607	1.00	\$ 59,261	1.00	\$ 60,291
10030220	61010	100	2560	GD-11	URBAN FORESTER	1.00	\$ 62,811	1.00	\$ 63,513	1.00	\$ 64,610
10030220	61010	100	2570	GD-06	FORESTRY TECHNICIAN	1.00	\$ 55,062	1.00	\$ 55,674	1.00	\$ 56,645
					Total	3.00	\$ 176,480	3.00	\$ 178,448	3.00	\$ 181,546
Forestry-Seasonal											
10030220	61030	100	1479	NA-26	TRUCK DRIVER	1.00	\$ 32,162	1.00	\$ 32,498	1.00	\$ 32,978
					Total	1.00	\$ 32,162	1.00	\$ 32,498	1.00	\$ 32,978
Technology Park Maintenance-FT											
10030520	61010	100	2205	GD-06	MAINTENANCE WORKER	0.25	\$ 13,765	0.25	\$ 13,919	0.25	\$ 14,227
10030520	61010	100	3534	GD-11	NATURAL AREAS & SUSTAINABLE SPEC	0.30	\$ 18,125	0.30	\$ 18,497	0.30	\$ 18,829
					Total	0.55	\$ 31,890	0.55	\$ 32,416	0.55	\$ 33,056
Technology Park Maintenance-Seasonal											
10030520	61030	100	890	NA-01	LABORER I	0.10	\$ 2,356	0.10	\$ 2,382	0.10	\$ 2,418
					Total	0.10	\$ 2,356	0.10	\$ 2,382	0.10	\$ 2,418
Industrial Center West Maintenance-FT											
10030530	61010	100	3534	GD-06	NATURAL AREAS & SUSTAINABLE SPEC	0.21	\$ 12,688	0.21	\$ 12,948	0.21	\$ 12,014
10030530	61010	100	2205	GD-06	MAINTENANCE WORKER	0.47	\$ 26,429	0.47	\$ 26,365	0.47	\$ 23,878
					Total	0.68	\$ 39,117	0.68	\$ 39,313	0.68	\$ 35,892
Industrial Center West Maintenance-Seasonal											
10030530	61030	100	890	NA-01	LABORER I	0.15	\$ 3,534	0.15	\$ 3,573	0.15	\$ 7,362
					Total	0.15	\$ 3,534	0.15	\$ 3,573	0.15	\$ 7,362
Veteran's Memorial-Seasonal											
10030540	61030	100	890	NA-01	LABORER I	0.05	\$ 1,178	0.58	\$ 13,818	0.58	\$ 14,024
					Total	0.05	\$ 1,178	0.58	\$ 13,818	0.58	\$ 14,024
Stormwater Maintenance-FT											
62030440	61010	620	3534	GD-06	NATURAL AREAS & SUSTAINABLE SPEC STORM	0.40	\$ 24,167	0.40	\$ 24,662	0.40	\$ 25,105
					Total	0.40	\$ 24,167	0.40	\$ 24,662	0.40	\$ 25,105
Stormwater Maintenance- Seasonal											

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

	ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2020		FY 2021		FY 2022	
						FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
62030440	61030	620		NA-01	LABORER II STORM	1.02	\$ 24,031	1.02	\$ 24,301	1.55	\$ 37,478
62030440	61030	620	890	NA-01	LABORER I STORM	0.11	\$ 2,591	0.11	\$ 2,621	0.11	\$ 2,660
					Total	1.13	\$ 26,622	1.13	\$ 26,922	1.66	\$ 40,138
TOTAL PARK DIVISION						36.48	\$1,705,385	37.01	\$1,743,405	37.54	\$1,796,045

Capital Improvement Projects by Department/Division					
PARK DIVISION					
CIP Number	Capital Improvement Project Title	FY 19 Actual Expense	FY 20 Actual Expense	FY 21 Adopted Budget	FY 22 Recomm'd Budget
1001173	USHA PARK DEVELOPMENT	3,439	41,742	—	—
1001560	VALENTINE PARK IMPROVE	—	7,500	—	—
1001882	HAM HOUSE MUSEUM	—	—	—	—
1001959	FOUR MOUNDS ARCHEOLOGICAL	—	—	—	—
1001982	FOUR MOUNDS ECOLOGICAL	—	125,503	—	—
1002637	ITC GRANT TREE/PARK DEVEL	2,134	—	—	—
1002643	EPP ENVIRONMENTAL	91,074	201,606	—	—
1002781	CHAPLAIN SCHMITT VETS MEM	302,549	152,353	—	—
1021055	PARKS RETAINING WALLS	—	—	—	5,000
1021151	COMISKEY REPAIR SIDING	—	—	—	—
1021158	RENOVATE PARK WATER SYSTE	—	—	—	7,000
1021212	HAM HOUSE IMPROVEMENTS	—	—	—	—
1021450	MURPHY PLAY EQUIPMENT	—	—	—	—
1021453	EPP CONCRETE IMPROVEMENTS	—	2,710	—	60,000
1021458	STREET TREE PROGRAM	—	—	—	—
1021578	COMISKEY PK AMENITY REPL	—	—	—	—
1021594	EPP REPLACE ST LIGHT FIXT	—	—	—	20,000
1021677	EAGLE POINT PARK STONE	12,266	—	—	50,000
1021683	EPP LOG CABIN IMPROVEMENT	—	—	—	71,000
1021766	FLORA PARK-ROOF BRK PAVIL	2,086	—	—	—
1021866	EAGLE POINT PARK IMPROV	—	—	—	—
1022190	EPP - RIVERFRONT PAVILION	—	—	—	5,000
1022288	EAGLE VALLEY PARK DEV	—	—	180,447	—
1022292	COMISKEY PLAYGROUND REPLC	—	—	—	—
1022368	ALL PRKS - RPL SCRTY LTS	5,019	6,386	5,000	5,000
1022509	EPP BRIDGE COMPLEX	—	2,000	—	—
1022708	RESTROOM ELECTRIC LOCKS	—	1,134	—	—
1022826	HAM HOUSE EXTERIOR/LANDSC	—	—	43,200	47,634
1022827	EPP REPLACE WATER LINES	—	—	51,218	48,782
1022829	VETERANS PARK DISC GOLF	—	—	40,000	—
1022830	TREE REMOVAL AND REPLC	—	—	275,000	275,000
1022879	FOUR MOUNDS PARKING IMP	—	—	—	70,000
1022880	MURPHY PARK WATER LINES	—	—	—	10,000
2601544	COMISKEY PRK - NEW ENTRY	—	—	—	—
2601574	AVON PARK IMPROVEMENTS	—	—	94,069	—
2601578	COMISKEY PK AMENITY REPL	—	—	—	—
2602372	COMISKEY PK BLD - SC ALRM	—	—	—	—
2602825	RE-IMAGINE COMISKEY PARK	—	—	87,700	—
3252568	DICW CIP REPLACEMENT	—	—	—	—
3501055	PARKS RETAINING WALLS	—	—	—	—
3501129	NORTHEND TRAIL LIGHTING	—	—	—	—
3501158	RENOVATE PARK WATER SYSTE	93,912	4,081	—	—
3501212	HAM HOUSE - PAINT	—	—	—	—
3501419	RADIO COMMUNICATION REPLA	—	6,137	—	—
3501438	RENOVATE PARK SIDEWALKS	5,250	—	—	—
3501450	MURPHY PLAY EQUIPMENT	—	—	94,375	—
3501458	STREET TREE PROGRAM	7,852	—	4,600	30,115
3501468	SLATTERY CENTER REN ENTR	—	—	—	—
3501557	FLORA-PAVE TENNIS COURTS	2,100	37,699	—	—
3501582	WESTBROOK PARK DEVELOPMEN	—	—	214,000	—

3501588	PLAN HWY 20 ROSES	11,145	—	—	—
3501605	WASHINGTON PARK RENOVATIO	32,344	—	—	—
3501767	FLORA PK-REST ROOM	25,734	—	—	—
3502105	SECURITY CAMERAS	—	6,668	—	30,811
3502288	EAGLE VALLEY PARK DEV	—	3,500	—	—
3502290	FLORA RESURF TENNIS CT	112,174	—	—	—
3502377	FLORA PLAYGROUND REPLC	—	67,875	—	—
3502459	EPP RETAINING WALL	—	—	75,000	—
3502461	SKATE PARK	714,909	106,677	0	0
3502509	EPP BRIDGE COMPLEX	55,040	0	0	0
3502708	ELECTRIC RESTROOM LOCKS	0	0	0	0
3502737	DOG PARK	0	0	0	0
3601105	COMISKEY LANDSCPE	0	0	0	0
3601742	TOWN CLOCK IMPROVEMENTS	0	17,331	67,000	0
3602374	MCALEECE SIDEWALKS	0	0	0	0
3602375	CREEK WOOD PARK	203,795	0	0	0
3602645	RELANDSCAPE SEIPPEL/CHAVE	0	0	0	0
3602738	ENGLISH RIDGE PARK	0	0	0	0
3602739	COMISKEY SIDEWALK LIGHT	0	0	0	0
3602782	JACKSON PARK RESTROOMS	0	0	0	0
3602828	JACKSON PARK AMENITIES	0	0	250,000	60,000
7202301	EAGLE PT PARK - STORM SW	0	0	0	0
PARK DIVISION	TOTAL	1,682,824	790,900	1,481,609	795,342

PROGRAM /DEPT	PROJECT DESCRIPTION	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL	PAGE
LEISURE SERVICES								
PARK DIVISION								
Culture and Recreation								
Park Development								
	Pebble Cove Park Development	\$ —	\$ —	\$ 214,000	\$ —	\$ —	\$ 214,000	11
	North Fork Trail Park Development	\$ —	\$ —	\$ 214,000	\$ —	\$ —	\$ 214,000	12
	Roosevelt Park Redevelopment	\$ —	\$ —	\$ —	\$ —	\$ 35,000	\$ 35,000	13
All Parks								
	All Parks - Cameras Code Blue Phones	\$ 30,811	\$ —	\$ 32,000	\$ 32,000	\$ —	\$ 94,811	14
	All Parks - Paint Light Poles	\$ —	\$ —	\$ —	\$ 15,000	\$ 15,000	\$ 30,000	15
	All Parks - Replacement Security Lights	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ —	\$ 20,000	16
	All Parks - Renovate Water Systems	\$ 7,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ —	\$ 77,000	17
Eagle Point Park								
	Building & Structures Assessment	\$ —	\$ —	\$ —	\$ 5,000	\$ —	\$ 5,000	18
	Concrete Improvements	\$ 60,000	\$ —	\$ 30,000	\$ 30,000	\$ —	\$ 120,000	19
	Stone Work	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ —	\$ 200,000	20
	Renovate Log Cabin Pavilion	\$ 71,000	\$ 40,000	\$ —	\$ —	\$ —	\$ 111,000	21
	Renovate Shiras Memorial Pavilion	\$ —	\$ —	\$ —	\$ 55,000	\$ —	\$ 55,000	22
	Replace Water Lines	\$ 48,782	\$ 160,000	\$ 50,000	\$ —	\$ —	\$ 258,782	23
	Replace Roof on Eagles View Pavilion	\$ —	\$ —	\$ —	\$ 45,000	\$ —	\$ 45,000	24
	Replace Roof on Terrace Room	\$ —	\$ —	\$ 24,000	\$ —	\$ —	\$ 24,000	25
	Rest Room Renovation	\$ —	\$ —	\$ —	\$ 40,000	\$ —	\$ 40,000	26
	Riverfront Pavilion Restoration	\$ 5,000	\$ —	\$ —	\$ 89,000	\$ —	\$ 94,000	27
	Street Light Replacement	\$ 20,000	\$ 20,000	\$ —	\$ —	\$ —	\$ 40,000	28
Flora Park								
	Pave Wilbright, Pool, Tennis Court, and Slattery Center Parking Lots	\$ —	\$ 25,000	\$ —	\$ 36,000	\$ —	\$ 61,000	29
	Replace Lights on Tennis Courts	\$ —	\$ —	\$ —	\$ 102,000	\$ —	\$ 102,000	30
Forestry Building								
	Forestry-Replace Roof	\$ —	\$ —	\$ —	\$ 40,000	\$ —	\$ 40,000	31
Four Mounds								
	Four Mounds Parking Improvements	\$ 70,000	\$ —	\$ —	\$ —	\$ —	\$ 70,000	32
Gay Park								
	Gay Park-Replace Play Unit	\$ —	\$ —	\$ 90,000	\$ —	\$ —	\$ 90,000	33
Ham House								
	Ham House-Replace Roof	\$ —	\$ 145,000	\$ —	\$ —	\$ —	\$ 145,000	34
	Ham House-Exterior & Landscape Improvements	\$ 47,634	\$ —	\$ —	\$ —	\$ —	\$ 47,634	35
Hilltop Park								
	Hilltop Park-Replace Play Unit	\$ —	\$ —	\$ —	\$ —	\$ 68,615	\$ 68,615	36
Jackson Park								
	Jackson Park-Amenities Improvement	\$ 60,000	\$ —	\$ —	\$ —	\$ —	\$ 60,000	37
Madison Park								
	Madison Park-Replace Play Unit	\$ —	\$ 82,500	\$ —	\$ —	\$ —	\$ 82,500	38

PROGRAM /DEPT	PROJECT DESCRIPTION	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL	PAGE
LEISURE SERVICES								
PARK DIVISION								
	Marshall Park							
	Marshall-Replace Play Unit	\$ —	\$ —	\$ —	\$ —	\$ 150,000	\$ 150,000	39
	Miller Riverview Park							
	Miller Riverview Park - Quick Connects for Pedestals	\$ —	\$ —	\$ —	\$ 40,000	\$ —	\$ 40,000	40
	Murphy Park							
	Murphy - Replace Water Lines	\$ 10,000	\$ 100,000	\$ —	\$ —	\$ —	\$ 110,000	41
	Murphy - Replace Roof on Rest Room Building by the Tennis Courts	\$ —	\$ —	\$ 15,000	\$ —	\$ —	\$ 15,000	42
	Storybook Zoo							
	Storybook Zoo Playground Replacement	\$ —	\$ 110,000	\$ —	\$ —	\$ —	\$ 110,000	43
	General Park Maintenance							
	Ash Tree Removal and Tree Replacement	\$ 275,000	\$ 275,000	\$ 375,000	\$ 175,000	\$ 125,000	\$ 1,225,000	44
	Ecological Restoration	\$ —	\$ —	\$ —	\$ —	\$ 20,000	\$ 20,000	45
	Street Tree Program	\$ 30,115	\$ 33,500	\$ 30,112	\$ 50,000	\$ 100,000	\$ 243,727	46
	Retaining Walls	\$ 5,000	\$ 10,000	\$ 5,000	\$ 25,000	\$ —	\$ 45,000	47
	Highway 20 Irrigation	\$ —	\$ —	\$ 25,000	\$ —	\$ —	\$ 25,000	48
	Highway 20-Replace Roses	\$ —	\$ —	\$ —	\$ 100,000	\$ —	\$ 100,000	49
	Resurface Tennis Courts	\$ —	\$ —	\$ —	\$ 40,000	\$ —	\$ 40,000	50
	Industrial Center Native Plantings	\$ —	\$ —	\$ —	\$ 20,000	\$ 30,000	\$ 50,000	51
	Washington Community Gateway	\$ —	\$ —	\$ —	\$ 15,000	\$ 90,000	\$ 105,000	52
	Maintenance Headquarters Wash Bay	\$ —	\$ —	\$ —	\$ 20,000	\$ —	\$ 20,000	53
	Paint Railings	\$ —	\$ —	\$ —	\$ 20,000	\$ —	\$ 20,000	54
	TOTAL	\$ 795,342	\$ 1,076,00	\$ 1,184,112	\$ 1,074,000	\$ 633,615	\$ 4,763,069	

Recreation

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RECREATION DIVISION

Budget Highlights	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested	% Change From FY 2021 Budget
<u>Expenses</u>				
Employee Expense	1,519,171	1,869,592	1,915,442	2.5%
Supplies and Services	1,382,329	1,200,323	1,191,334	-0.7%
Machinery and Equipment	47,815	77,650	104,020	34.0%
Debt Service	15,355	16,484	16,931	2.7%
Total Expenses	2,964,670	3,164,049	3,227,727	2.0%
<u>Resources</u>				
Operating Revenue	1,569,888	1,730,695	1,746,801	0.9%
CDBG Funds	110,146	130,602	132,754	1.6%
Sales Tax 20% for Debt Abatement	15,355	16,484	16,931	2.7%
Total Resources	1,695,389	1,877,781	1,896,486	1.0%
Property Tax Support	1,269,281	1,286,268	1,331,241	44,973
Percent Increase (Decrease)				3.5%
Percent Self Supporting	57.2 %	59.3 %	58.8 %	
Personnel - Authorized FTE	42.95	42.95	42.75	

AMERICORPS

Budget Highlights	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested	% Change From FY 2021 Budget
<u>Expenses</u>				
Employee Expense	278,591	398,962	407,360	2.1 %
Supplies and Services	39,009	34,730	29,370	(15.4)%
Machinery and Equipment	16,471	2,190	4,220	92.7 %
Total Expenses	334,071	435,882	440,950	1.2 %
<u>Resources</u>				
AmeriCorps Grant	215,743	278,788	203,761	(26.9)%
Private Participant	19,880	201,231	158,594	(21.2)%
Total Resources	235,623	480,019	362,355	(24.5)%
Property Tax Support	98,448	(44,137)	78,595	122,732
Percent Increase (Decrease)				-278.1 %
Percent Self Supporting	70.5 %	110.1 %	82.2 %	
Personnel - Authorized FTE	1.00	1.00	2.28	

Improvement Package Summary

Recreation Division:

1 of 6

This improvement request is for the funding of department leadership to visit other leading cities throughout the country who are activity advancing equity in their park & recreation departments. Through National Conferences like GARE (Government Alliance on Race and Equity) and NRPA (National Recreation and Park Association) staff have met and/or heard from other organizations throughout the country providing impactful and innovative practices to solve complex equity issues. In contrast and through observations/communications with local departments, there are few Iowa Park and Recreation Departments doing similar work. Having the ability to sit down with other cities throughout the country and/or mid-west, will allow for intentional conversation around these best practices in an effort to better understand how as a department we can implement more impactful equitable change. For example, some of these are cities are: Grand Rapids, MI; Raleigh, NC; Portland, OR; Madison, WI; St Paul, MN; Philadelphia, PA; and Arlington, TX. This request supports City Council goal Partnership for a Better Dubuque: Building Our Community that is Viable, Livable and Equitable.

Related Cost:	<u>\$ 3,000</u>	Tax Funds	Recurring	Recommend - No
Net Cost:	<u>\$ 3,000</u>			
Property Tax Impact:	\$ 0.0012	0.01%		
Activity:	Recreation Administration			

2 of 6

The improvement level decision package request is for the permanent re-allocation of .67 FTE's of the Facilities Supervisor frozen position from the Port of Dubuque Marina budget to Administration and the addition of both a seasonal Manager (.4 FTE's) and Assistant Manager (.3 FTE's) position for the marina. The Facilities Supervisor managed the marina and campground, developed outdoor recreation programs and events, as well as provided admin support for the Five Flags and Grand River Center contracts. To assist the Recreation Division Manager with the marina operations, both a seasonal Manager and seasonal Assistant Manager position were approved by Council in FY19 after the adoption of the budget. Replacing the Facilities Supervisor position in the marina budgets with the seasonal positions, reduces the budgeted operational costs for the marina by \$26,819. This reduction in costs still provides the supports needed to operate the marina efficiently/effectively and positively impacts the reduction of the annual budgeted subsidy. This improvement package directly relates to the Council Goals: Financially Responsible, High-Performance City Organization: Sustainable, Equitable, and Effective Service Delivery.

Related Cost:	\$ 87,575	Tax Funds	Recurring	Recommend - No
Related Cost:	<u>\$ (57,197)</u>	Tax Funds	Non-Recurring	
Total Cost:	<u>\$ 30,378</u>			
Property Tax Impact:	\$ 0.012	0.12%		
Activity:	Port of Dubuque Marina and Recreation Administration			

3 of 6

The improvement level decision package request is for a vehicle to be used by recreation and Multicultural Family Center (MFC) 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 2017 it was in the community for 19 events and programs. During the 2019 season it became part of over 55 community events and programs and has proven 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, etc. which are now all being done with private vehicles. The MFC also has a need for a vehicle for similar reasons. With the increase in community programming and events, MFC staff are constantly transporting supplies (especially on the weekends). The vehicle would be a ¾ ton truck with a lift gate and tow package. Based on the current prices for our Park Division replacements, this vehicle would cost close to \$35,000. 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 directly relates to 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:	<u>\$ 36,700</u>	Tax Funds	Non-Recurring	Recommend - Yes
Total Cost:	<u>\$ 36,700</u>			
Property Tax Impact:	\$ 0.0144	0.14%		

Activity: Recreation Classes

4 of 6

The improvement level decision package request is for a summer programs merger with the City of Asbury. The City of Asbury annually offers a handful of summer youth recreation programs located within Asbury Park. Over the winter of 2020, their Recreation Director left the City of Asbury for another job opportunity. As part of the City's evaluation of the recreation programming, they felt it could be in their best interest to ask the City of Dubuque to absorb the programming, which would not include community driven events nor golf programming. As a result, the City of Asbury would not have to fill or could re-assign the vacant position. After staffs review of the past program offerings as well as the financial operating budget provided by the City of Asbury, this would be a simple add for our Department. This merger would provide additional participation opportunities for the residents of Dubuque as well as generate additional revenue. As part of this process, there will have to be a Memo of Understanding (MOU) or similar contract detailing park usage, resident vs. non-resident fees, administrative fees, etc. to develop a positive partnership for both communities. This merger would add administrative time to the current Leisure Services Operation. As part of any agreement, there would be an agreed upon administrative fee which would be paid annually by the City Asbury to the City of Dubuque Leisure Services Department. This decision package directly relates to the City Council Goals: Partnership for a Better Dubuque; Diverse Arts, Culture, Parks, and Recreation Experiences and Activities.

Related Cost:	\$ 6,974	Tax Funds	Recurring	Recommend - Yes
Related Revenue:	<u>\$ 15,500</u>	Program Fees	Recurring	
Net Cost:	<u>\$ (8,526)</u>			
Property Tax Impact:	\$ (0.0034)	(0.03)%		

Activity: Youth Sports/After School

5 of 6

The improvement level decision package request is for the permanent deployment, ongoing replacement, and data services for 4 smartphones. During the pandemic, 3 Recreation Supervisors and 1 Golf Professional were provided with City issued cell phones as part of their home office operations. These cell phones have been linked to each of their office desk ShoreTel phones providing a seamless connection for responding to both citizens and City staff. This decision package directly relates to 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:	\$ 1,400	Tax Funds	Non-Recurring	Recommend - Yes
Related Cost:	\$ 480	Tax Funds	Recurring	
Total Cost:	<u>\$ 1,880</u>			
Property Tax Impact:	\$ 0.0007	0.01%		
Activity: Recreation Administration				

6 of 6

This improvement request is for an increase in operating revenue for the Bunker Hill Golf Course through increases in the following fees: \$10 increase on all annual passes. The sum of these fee increases would equate to \$1,360 in additional revenue based on the FY22 usage estimates. In addition, this request also includes a \$50 increase to the College pass. Unlike other local courses whose similar pass is Monday through Friday, our pass is good for all 7 days per week. This would generate \$150 based on FY22 usage estimates. This request supports the City Council goal of Financially Responsible, High-Performance City Organization.

Related Revenue:	\$ 1,510	Golf Fees	Recurring	Recommend - Yes
Property Tax Impact:	\$ 0.0006	0.01%		
Activity: Golf Maintenance				

AmeriCorps:

1 of 3

This improvement request will provide for 94% City funding of the AmeriCorps Director position for additional funding match for the current two grants. Currently the City covers 6% of the Director's salary and benefits. This 94% request is for the City to fund the AmeriCorps Director position with city funding versus the current grant funding of the Director's salary and benefits. All resources of cash match and in-kind match from the city are maxed out in the two grants (grade level reading and teen). There are 50 members for grade level reading and 14 members for the teen grant that receive a stipend equal to an hourly wage of \$9.50. AmeriCorps members need significant support systems to be able to make ends meet. If a member does not have a support system or the ability to work a second job, they have quit their AmeriCorps contract. The pay level can and does prevent individuals from applying in the first place. With the City's investment of 94% of the Director salary it is possible to apply for 64 members for grade level reading and 24 members for the teen grant and increase the pay to members to \$12 per hour. This request supports the City Council goals of Diverse Arts, Culture, Parks, and Recreation Experiences and Activities, Partnership for a Better Dubuque, and Vibrant Community. It also supports the equity efforts of the Department and City.

Related Cost:	\$ 96,381	Tax Funds	Recurring	Recommend - No
Property Tax Impact:	\$ 0.0379	0.38%		
Activity: AmeriCorp NonGrant				

2 of 3

This improvement request is for the expansion of capacity within the AmeriCorps Program by increasing the AmeriCorps Coordinator from .28 FTE to 1.0 FTE to support a new Youth AmeriCorps program, focused on community and civic career exploration and skill development, expanding the currently Creating Opportunities AmeriCorps grant. The AmeriCorps programs have reached their capacity to expand based on match and staff hours. The Director has been working together with community partners, such as the MultiCultural Family Center, Four Mounds, the Leisure Services Recreation Department, the Engineering and Arts & Culture Departments, as well as the Human Rights Department

and the City's Sustainability Department to explore expansion of the Creating Opportunities AmeriCorps grant to include a Youth AmeriCorps program. The additional hours for the Coordinator would provide supervision and support to teens participating in a new Youth AmeriCorps program. The AmeriCorps Coordinator would work with at-risk and underrepresented minority teens to be successful in navigating and completing AmeriCorps requirements and learn employment skills. In this improvement request \$10,000 would be for living stipends for 15-20 Youth AmeriCorps members (ages 17-19) to eliminate any potential fees (AmeriCorps related background checks, member living allowances, member training) for organizations that participate in hosting Youth AmeriCorps members. Successful youth AmeriCorps Members will be eligible to receive an AmeriCorps Education Award, which will be used towards college tuition or federal student loans. This position will also support active training and development for the adult AmeriCorps Members to effectively work with and mentor teens and young adults (ages 12-19). This request is connected to the City Council goals & priorities of racial equity and Four Mounds Funding. The AmeriCorps Program has been working with the MultiCultural Family Center for the past three years on building capacity within the Summer Teen Empowerment Program and its weekly Teen Night programming, which will actively work to encourage student participants into becoming Youth AmeriCorps Member. The AmeriCorps Program has been working with the Four Mounds HEART Program to incorporate students participating in HEART to participation in the Youth AmeriCorps Program and receive a stipend. This request supports the City Council goals of Diverse Arts, Culture, Parks, and Recreation Experiences and Activities, Partnership for a Better Dubuque, and Vibrant Community.

Related Cost:	\$ 67,768	Tax Fund	Recurring	Recommend - No
Related Cost:	\$ 1,420	Tax Fund	Non-Recurring	
Net Property Tax Cost	<u>\$ 69,188</u>			
Property Tax Impact:	<u>\$ (0.0272)</u>	(0.27)%		

Activity: AmeriCorp NonGrant

3 of 3

This improvement request is for a Full-Time Community Outreach Coordinator to work within the Equitable Fine and Fee Reform program. This position would be part of the AmeriCorps program. The Community Outreach Coordinator will work closely with the City Attorney's office, the Police Department, Utility Billing and Human Rights departments to work directly with community members who choose community service as a way to pay their fines and fees. This position will work with the participants by providing guidance and resources to successfully complete their community service, while also referring them to resources that can help the from having to go through the program in the future. This position will develop a successful model to help community members find success. This position will work closely with outside organizations to coordinate service activities and meet the needs of the community through service. The position would also coordinate city department volunteering opportunities such as adopt a spot, park and neighborhood cleanups, service projects to assist departments like clerical scanning. This position would be responsible for overseeing the Volunteer Generation Funds (VGF) Grant under the guidance of the AmeriCorps Director.

Related Cost:	\$ 68,835	Tax Fund	Recurring	Recommend - Yes
Related Cost:	\$ 4,220	Tax Fund	Non-Recurring	
Net Property Tax Cost	<u>\$ 73,055</u>			
Property Tax Impact:	<u>\$ (0.0287)</u>	(0.29)%		

Activity: AmeriCorps NonGrant

Significant Line Items

Employee Expense

1. FY 2022 employee expense reflects a 3.0% wage package increase.
2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2021. The employee contribution of 6.29% is unchanged from FY 2021.
3. The City portion of health insurance expense increased from \$1,025 in FY 2021 to \$1,086 in FY 2022 per month per contract which results in an annual cost increase of \$3,250 or 5.99%.
4. Workers Compensation decreased from \$29,064 in FY 2021 to \$28,287 in FY 2022. FY 2020 actual was \$32,553.
5. During Fiscal Year 2021, the following personnel changes were approved:
 - a. AmeriCorps Coordinator .28 FTE was approved with the approval of 2 AmeriCorps grants.

Supplies & Services

6. Sales Tax collected on goods and services increased from \$41,998 in FY 2021 to \$45,140 in FY 2022. FY 2020 actual was \$38,476. This line item is off-set by the revenue for sales tax collected.
7. Electrical Utility Expense decreased from \$87,693 in FY 2021 to \$86,246 in FY 2022 based on formula specific to facility and prior year history. FY 2020 actual was \$91,034.
8. Natural Gas Utility Expense decreased from \$27,901 in FY 2021 to \$26,386 in FY 2022 based on formula specific to facility and prior year history. FY 2020 actual was \$16,720.
9. Property Maintenance increased from \$38,100 in FY 2021 to \$38,310 in FY 2022. FY 2020 actual was \$48,404. 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 increased from \$75,000 in FY 2021 to \$82,000 in FY 2022 and Diesel Fuel is unchanged from \$15,000 in FY 2021 to \$15,000 in FY 2022. This expenditure represents fuel sold to boaters at the Port of Dubuque Marina and is offset by \$125,000 in revenue from the sale of fuel.
11. Turf Chemicals increased from \$30,031 in FY 2021 to \$31,000 in FY 2022 which is utilized for golf course maintenance: fertilizer, pesticides, and anti-fungal products. FY 2020 actual was \$29,781.
12. Food Products decreased from \$48,145 in FY 2021 to \$48,051 in FY 2022 based on current year's sales. FY 2020 actual was \$34,697, this decrease is due to the closure of pool and adult athletic concessions, as well as the marina store closure due to the pandemic. This budget is offset by the revenue from sales of this product.
13. Beer Products decreased from \$53,168 in FY 2021 to \$46,012 in FY 2022 based on current year's sales. FY 2020 actual was \$38,783, this decrease is due to the closure of adult athletic concessions, as well as the marina store closure due to the pandemic. This budget is offset by the revenue from sales of this product.

14. Beverage and Ice decreased from \$20,561 in FY 2021 to \$20,316 in FY 2022 based on current year's sales. FY 2020 actual was \$16,176, this decrease is due to the closure of pool and adult athletic concessions, as well as the marina store closure due to the pandemic. This budget is offset by the revenue from sales of this product.
15. Credit Card Charges increased from \$23,023 in FY 2021 to \$25,172 in FY 2022. FY 2020 actual was \$24,107.
16. Program Equipment and Supplies decreased from \$84,276 in FY 2021 to \$65,344 in FY 2022, due the reallocation of \$20,000 for the Third Grade Level Reading Program from the Program Equipment line item to the Pay to Other Agency line item. This budget line item is for concession supplies, bases, basketballs, volleyballs, nets, first-aid supplies, trophies, community engagement Rec & Roll events, and other playground equipment.
17. Pro Shop Merchandise decreased from \$43,000 in FY 2021 to \$37,328 in FY 2022 based on current demand for special order through the golf course. FY 2020 actual was \$37,209. This budget is offset by the revenue from Pro Shop Sales, golf fee revenue, event revenue, and certificates.
18. Game Officiating Services is unchanged from \$36,670 in FY 2021 to \$36,670 in FY 2022. FY 2020 actual was \$25,614.
19. Machinery and Equipment Rental is unchanged from \$42,351 in FY 2021 to \$42,351 in FY 2022 based on FY 2020 actual. This line item is for the lease payments on sixty golf carts, tournament golf carts, beverage carts and cart maintenance, and portable restroom rentals.
20. Pay to Other Agency increased from \$152,783 in FY 2021 to \$161,810 in FY 2022. This line item represents payments to local partners to provide equitable programs and unique experiences for low-income youth and underrepresented populations. These include but are not limited to: the Four Mounds Day Camp (\$44,450), ice rental (\$10,000), AmeriCorps 3rd Grade Reading (\$20,000), AmeriCorps Playground Programs (\$32,986), Hills and Dales Senior Center (\$18,200), Iowa State University Extension programs (\$2,000), Northeast Iowa School of Music (\$3,000), Recreation Classes (Arts programming, Creative Adventure Labs Partnership, Montessori Cooperative classes, Dubuque County Extension Contracted Classes) (\$20,000).
21. Instructors are unchanged from \$92,162 in FY 2021 to \$92,162 in FY 2022. FY 2020 actual was \$44,880 due to a reduction in programming which resulted from the pandemic. This line item represents after school sports coaches, sports camps, LEAP program, dance instructors, and other recreational class/program instructors.
22. Machinery and Equipment Maintenance increased from \$20,704 in FY 2021 to \$21,112 FY 2022. This line item represents marina machinery and equipment maintenance, fire suppression replacements, golf course equipment maintenance and repairs, swimming pool equipment maintenance, concession stand equipment replacements, and scoreboard maintenance.
23. Promotion decreased from \$19,216 in FY 2021 to \$18,266 in FY 2022. This line item represents print and digital marketing for recreational programs, events, and classes, brochures and mailings, and radio and print advertisements.
24. General Liability Insurance increased from \$16,235 in FY 2021 to \$23,402 in FY 2022 based on FY 2020 actual of \$22,526 plus a 4% increase.

25. Golf Specialty Supplies decreased from \$15,105 in FY 2021 to \$14,563 in FY 2022 due to a decrease in special equipment orders, related to revenues. FY 2020 actual was \$12,060.
26. Software Licenses decreased from \$13,730 in FY 2021 to \$13,622 in FY 2022. FY 2020 actual was \$5,628 due to a decrease in registration activity through ActiveNet and irrigation software support paid every three years (\$3,500 paid in FY2020).

Machinery & Equipment

27. Equipment replacement items include (\$108,240):

<u>Recreation Administration</u>	
Smart Phone	\$ 3,220
<u>Golf Maintenance</u>	
Greens Mower	\$ 52,000
Trimmers	\$ 500
Truckster	\$ 9,000
<u>Swimming</u>	
Flora/Sutton Security Cameras	\$ 2,800
<u>Adult Athletics</u>	
Miscellaneous Equipment	\$ 1,500
Recommended Improvement Packages	\$ 39,220
Total Equipment	<u>\$108,240</u>

Debt Service

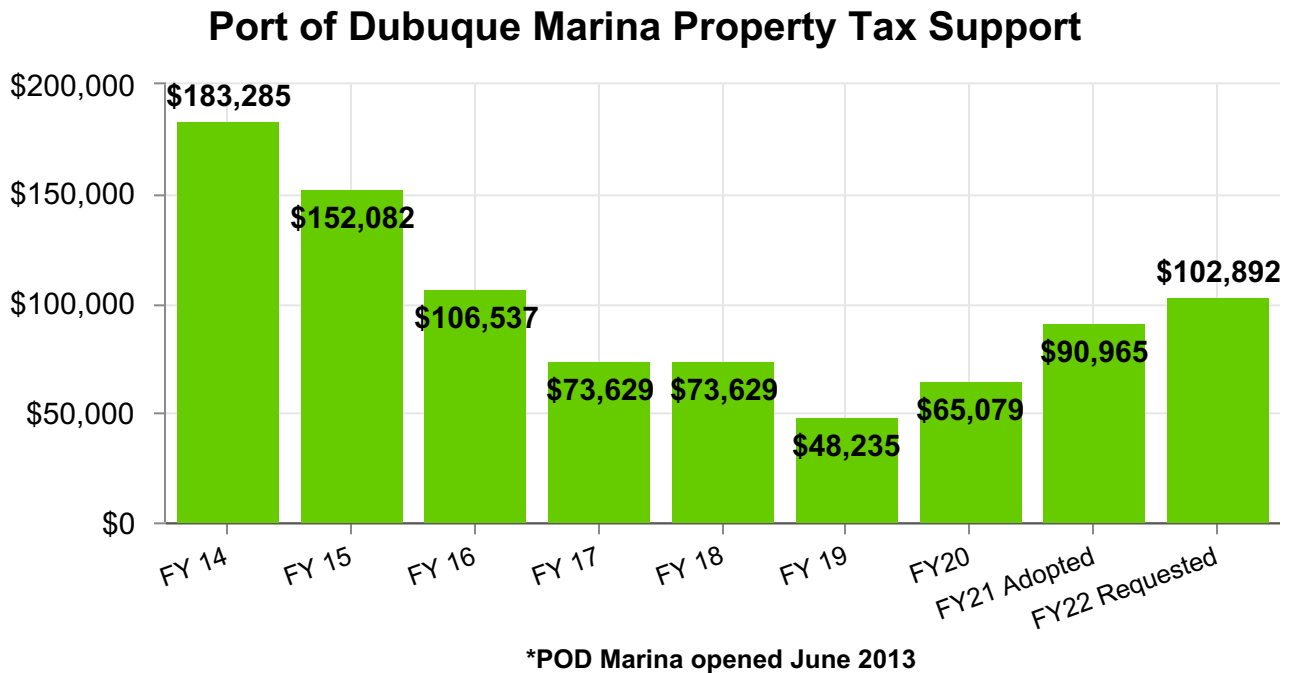
28. FY 2022 Annual debt service is as follows (\$16,931):

Amount	Debt Series	Payment Source	Purpose	Final Payment Year	Call Date
\$ 1,442	2012D G.O.	Sales Tax 20%	Recreation Improvements	2027	2019
\$ 1,268	2012E G.O.	Sales Tax 20%	Recreation Improvements	2022	2019
\$ 14,221	2014B G.O.	Sales Tax 20%	Recreation Improvements	2034	2021
<u>\$ 16,931</u>	Total Recreation Annual Debt Service				

29. Total revenue for Golf Operations and Maintenance increased from \$934,492 in FY 2021 to \$936,808 in FY 2022.
 - a. Golf Cart Rentals is unchanged from \$227,850 in FY 2021 to \$227,850 in FY 2022 based on FY 2022 cart rental estimates of: 10 18-Hole carts at \$30 each; 6,900 18-Hole Half Carts at \$15 each; 75 9-Hole Carts at \$20 each; 7,200 9-Hole Half Carts at \$10 each; 130 punch cards at \$230 each; 31 season passes at \$650 each, and 100 pull carts at \$5 each. FY 2020 Actual was \$195,465.
 - b. Golf Beer Sales is unchanged from \$130,501 in FY 2021 to \$130,501 in FY 2022. FY 2020 actual was \$105,031.
 - c. Pro Shop Sales is unchanged from \$68,795 in FY 2021 to \$68,795 in FY 2022. FY 2020 Actual was \$46,083.
 - d. Golf Fees increased from \$353,685 in FY 2021 to \$355,500 in FY 2022 based on the number of rounds played and passes sold during FY 2019. FY 2020 Actual was \$312,695.

- e. Golf event revenue increased from \$40,689 in FY 2021 to \$40,698 in FY 2022 based on FY 2019 actual.
30. Swimming revenue decreased from \$333,326 in FY 2021 to \$330,486 in FY 2022.
- a. Swimming Annual Passes increased from \$74,118 in FY 2021 to \$78,143 in FY 2022 based on FY 2018 and FY 2019 participant numbers. FY 2020 actual was \$14,347.
 - b. Flora Daily Fees is unchanged from \$82,050 in FY 2021 to \$82,050 in FY 2022. FY 2020 actual was \$63,976.
 - c. Sutton Daily Fees is unchanged from \$28,214 in FY 2021 to \$28,214 in FY 2022. FY 2020 actual was \$26,450.
 - d. Pool Concessions increased from \$50,000 in FY 2021 to \$51,000 in FY 2022 based on estimated gross sales of \$36,000 at Flora Pool and \$15,000 at Sutton Pool. FY 2020 actual was \$29,198.
 - e. Swim Lesson Registrations increased from \$72,589 in FY 2021 to \$73,789 in FY 2022 based on registration estimates and increased in lesson offerings. FY 2020 actual was \$11,954 because of pool closure with the pandemic.
31. Adult Athletics revenue unchanged from \$96,142 in FY 2021 to \$96,142 in FY 2022.
- a. Softball Entry Fees is unchanged from \$49,208 in FY 2021 to \$49,208 in FY 2022. FY 2020 actual was \$22,809.
 - b. Basketball Entry Fees is unchanged from \$26,400 in FY 2021 to \$26,400 in FY 2022.
 - c. Adult Winter Volleyball Leagues is unchanged from \$12,800 in FY 2021 to \$12,800 in FY 2022.
32. Youth Sports revenue increased from \$30,135 in FY 2021 to \$50,030 in FY 2022.
- a. After School Sports increased from \$17,500 in FY 2021 to \$22,060 in FY 2022, increase is due to the increase in sport offerings. FY 2020 actual was \$10,620.
33. Port of Dubuque Marina revenue unchanged from \$181,026 in FY 2021 to \$181,026 in FY 2022.
- a. Marina Fuel Sales is unchanged from \$125,000 in FY 2021 to \$125,000 in FY 2022. This line item is based on the expense budget. FY 2020 actual was \$110,989 and FY 2019 was \$74,136.
 - b. Marina Dock Fees is unchanged from \$31,250 in FY 2021 to \$31,250 in FY 2022. This line item is based on the current year's sales as well as the current interest in seasonal slip rentals. FY 2020 actual was \$19,837 and FY 2019 was \$18,522.
 - c. Marina Beverage and Ice Sales is unchanged from \$5,775 in FY 2021 to \$5,775 in FY 2022. This line item is based on the current year's sales and on average a 65% mark-up on the cost of the product. FY 2020 actual was \$4,302 and FY 2019 was \$5,881.

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



The decreases in tax support funding in FY17 through FY19 include operational changes in staffing due to a frozen full time Facilities Supervisor position which is budgeted in the Marina and Recreation Administration budgets. The Facilities Supervisor was replaced with temporary seasonal managerial staff. FY20 is a combination of these staff changes and two month of operation where the docks were opened due to COVID-19. Weather conditions and Mississippi River levels as well as flood gate closures affect the property tax support each year. Both the FY21 Adopted and FY22 Recommended budgets are based off of full operations which includes the frozen full time position. The increase from FY21 to FY22 is largely due to wage increases, utilities and liability insurance amounting to \$7,322.

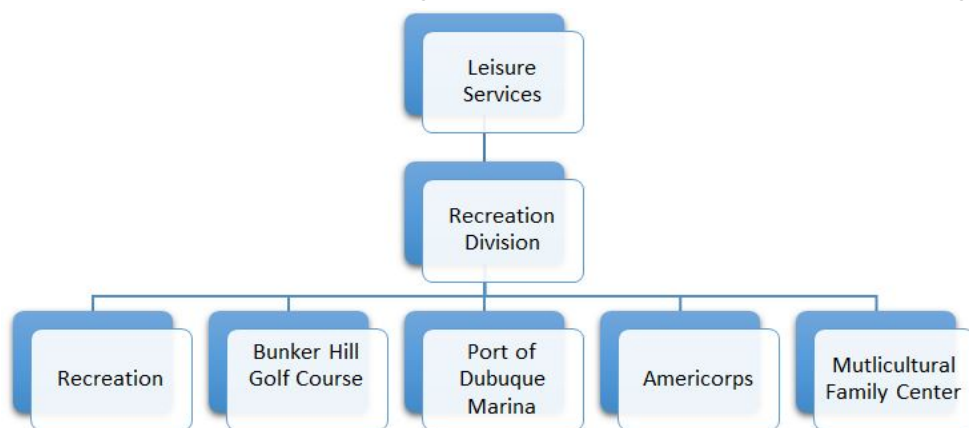
Miscellaneous

35. The FY 2022 percent self-supporting for the various Recreation Activities compared to FY 2021 percent self-supporting is as follows:

Activity	FY 2022	FY 2021
Adult Athletics	71.4 %	70.1 %
McAleece Concessions	147.1 %	148.4 %
Youth Programs	20.0 %	19.7 %
Therapeutic Recreation	31.4 %	32.3 %
Recreation Classes	43.4 %	56.5 %
Swimming	61.0 %	61.0 %
Golf	106.1 %	105.5 %
Port of Dubuque Marina	64.0 %	67.9 %

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 equitable OPPORTUNITIES to enhance and improve the QUALITY OF LIFE for the residents of Dubuque.

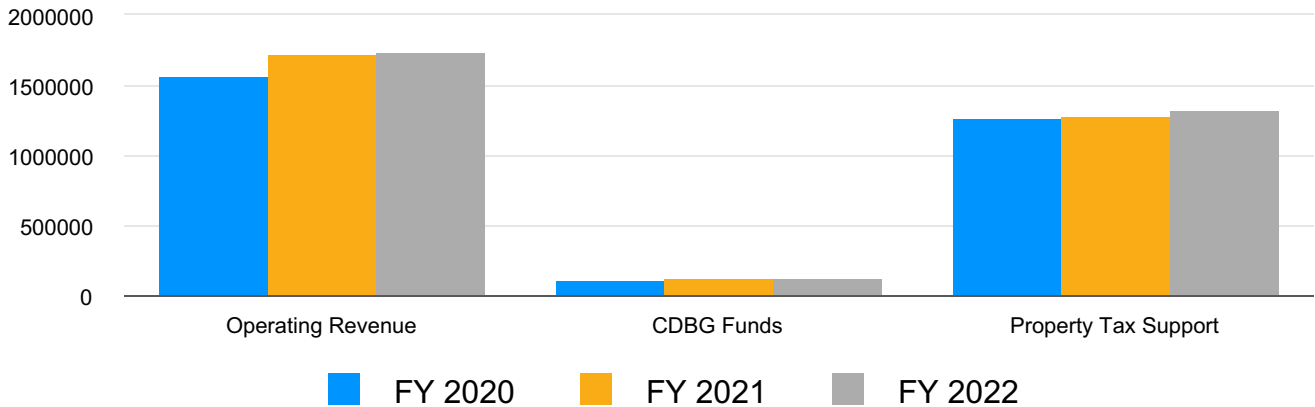
SUCCESS IS ABOUT PLANNING, PARTNERSHIPS AND PEOPLE LEADING TO OUTCOMES



LEISURE SERVICES RECREATION DIVISION

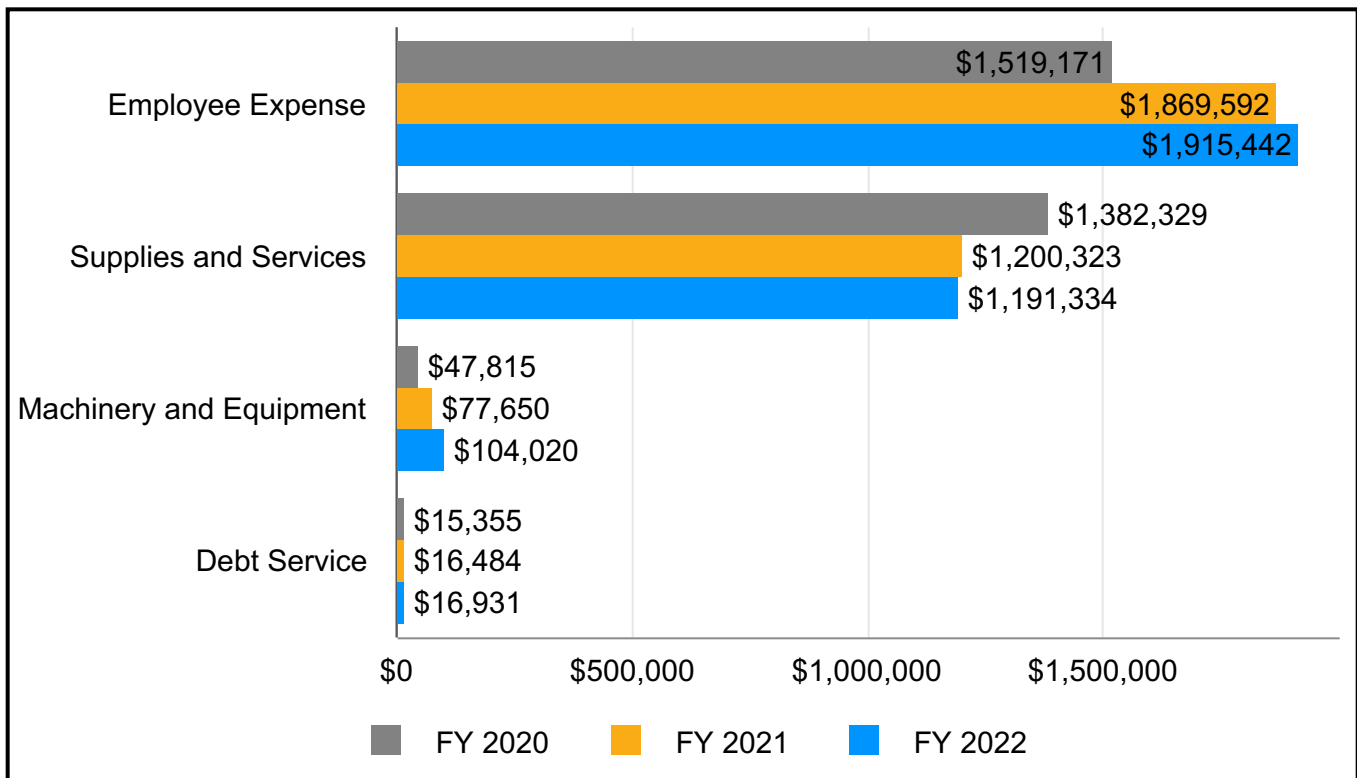
	FY 2020	FY 2021	FY 2022
Full-Time Equivalent	42.9496	42.95	42.95

Resources and Property Tax Support



The Recreation Division is supported by 42.75 full-time equivalent employees, which accounts for 59.34% of the department expense as seen below. Overall, the department's expenses are expected to increase by 2.01% in FY 2022 compared to FY 2021.

Expenditures by Category by Fiscal Year



RECREATION DIVISION

Recreation Programming

Mission & Services



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. 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 2020 Actual	FY 2021 Budget	FY 2022 Requested
Expenditures	\$1,946,949	\$1,976,655	\$2,027,058
Resources	\$660,805	\$619,947	\$633,737


Recreation Programming Position Summary	
	FY 2022
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	6.32
Recreation Field Supv	1.26
Recreation Field Supv. - CDBG	0.61
Recreation Leader Jr.	0.92
Playground Coordinator	0.20
Assist. Playground Coordinator	0.10
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
Communications Assistant	0.50
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	31.81

Performance Measures






City Council Goal: Diverse Arts, Culture, Parks, and Recreation

	Performance Measure (KPI)	Target	FY19 Actual	FY20 Actual	FY 2021 Estimated	Performance Indicator
1	Activity Objective: Improve quality of life for residents by expanding and enhancing organized recreation activities.					
	# of program opportunities offered through registration system	N/A	801	258	810	N/A
	# average total of participation per program offered annually	+.25	9.12	14.23	9.4	
	% of annual programs offered running (i.e. not canceled)	+1%	77%	62%	78%	
	# of Rec & Roll trailer deployments	N/A	51	34	55	N/A

City Council Goal: Partnerships for a Better Dubuque

2	Activity Objective: Develop, increase, and retain partnerships in order to provide quality and affordable program opportunities for residents.					
	# of partnerships resulting in a program	40+	40	20	41	

City Council Goal: Robust Local Economy

3	Activity Objective: Develop and provide quality entry-level job opportunities for youth and adults in the community.					
	\$ in salary costs for seasonal employees only (not including IPERS or SS)	N/A	\$607,933	\$476,735	\$421,387	N/A
4	Activity Objective: Provide accessible, affordable, educational, and positive programming for those who many not have the financial resources to participate.					
	# of free programs provided to those who qualified as low-income (does not incl. drop-in ex. playground, open gym, etc.)	60	35	9	40	
	% of total Recreation program low-income registrants who were served by free programs	70%	75%	99%	70%	
	# available scholarships for recreational programming	200	150	150	200	
	% of awarded scholarship credits that were redeemed for recreational programs	100%	76%	14%	90%	
	% of total swim passes issued that were purchased by low-income residents	50%	44%	0%	50%	

LEISURE SERVICES RECREATION DIVISION

Bunker Hill Golf Course

Mission & Services





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 2020 Actual	FY 2021 Budget	FY 2022 Requested
Expenditures	\$771,759	885,990	882,620
Resources	\$761,876	934,492	936,808

Bunker Hill Golf Course Position Summary	
	FY 2022
Golf Course Supervisor	1.00
Golf Professional	0.94
Assistant Golf Professional	1.36
Pro Shop Attendant	0.80
Golf Course Technician - FT	1.00
Golf Course Technician - PT	0.72
Laborer	2.20
Concession Worker - Golf	0.84
Total FT Equivalent Employees	8.86

Performance Measures

City Council Goal: Financially Responsible, High-Performance Organization

Performance Measure (KPI)	Target	FY19 Actual	FY20 Actual	FY 2021 Estimated	Performance Indicator
1 Activity Objective: Expand upon golf lesson programs offered to grow the game of golf and promote hospitality through quality customer service practices.					
# of Youth participating in free golf lessons	+5%	7	10	10	
Youth Camp Participation	+5%	23	37	20	
Participation by Women	+5%	25	27	20	
Couples League	+5%	18	22	22	

LEISURE SERVICES RECREATION DIVISION Port of Dubuque Marina

Mission & Services


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.

Port of Dubuque Marina Funding Summary			
	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested
Expenditures	\$212,408	\$266,720	\$282,918
Resources	\$147,327	\$181,026	\$181,026


Port of Dubuque Marina Position Summary	
	FY 2022
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

Performance Measures

City Council Goal: Diverse Arts, Culture, Parks, and Recreation

Performance Measure (KPI)	Target	FY19 Actual	FY20 Actual	FY 2021 Estimated	Performance Indicator
1 Activity Objective: Become a more visible and high-traffic docking location.					
increase # of docking customers	600	367	277	400	

City Council Goal: Financially Responsible, High-Performance Organization

2 Activity Objective: Increase overall sales at the convenience store and additional revenue opportunities through programs and partnerships.					
decrease % of property-tax support	20%	29%	30%	50%	

LEISURE SERVICES RECREATION DIVISION

AmeriCorps

Mission & Services




AmeriCorps is a national service program which awards communities federal funding to implement an AmeriCorps program in their community designed to meet a community's critical need. The City of Dubuque AmeriCorps Program focuses on the community's education needs and is sponsored by the City of Dubuque. The program's Partners in Learning grant is focused around Dubuque's Campaign for Grade-Level Reading. The program's Creating Opportunities grant is focused efforts in the areas of teen programming, mentorship and workforce and life skill development.

AmeriCorps Funding Summary			
	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested
Expenditures	\$334,071	\$435,882	\$440,950
Resources	\$235,622.88	\$480,019	\$362,355

AmeriCorps Position Summary	
	FY 2022
AmeriCorps Coordinator	0.28
Community Outreach Coordinator	1.00
AmeriCorps Program Director	1.00
Total FT Equivalent Employees	2.28

Performance Measures

City Council Goal: Diverse Arts, Culture, Parks, and Recreation

		Program Year (Sept - Aug)			Performance Indicator	
Performance Measure (KPI)	Target	2019 - 2020 Actual	2020 - 2021 Estimated	2021 - 2022 Estimated		
1	Activity Objective: Ensure all students read at grade-level by third grade through reading tutoring for K - 3rd grade students.					
	# of students supported through AmeriCorps Partners in Learning Program	600	243	250	500	
	% of students participating in the AmeriCorps Campaign for Grade-Level Reading who improved reading scores	90%	78%	85%	80%	
2	Activity Objective: Provide Dubuque Teens with safe, caring, adult role models so youth want to attend school, after-school programs, and summer programs.					
	% of participating teens who successfully graduated from the MFC's Summer Teen Empowerment Program	90%	85%	87%	90%	

City Council Goal: Partnerships for a Better Dubuque

3 Activity Objective: Keep youth engaged in stimulating, educational activities and surrounded by positive role models during the summer months.

# of youth served by AmeriCorps summer learning opportunities and events	500	818	750	1,500	
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Recommended Operating Revenue Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY19 Actual Revenue	FY20 Actual Revenue	FY21 Adopted Budget	FY22 Recomm'd Budget
100	43243	CAMPING FEES	18,522	19,837	31,250	31,250
100	43249	RENT,SLATTERY CENTER	13,739	13,968	13,987	14,113
100	43250	GOLF CART RENTALS	207,340	195,465	227,850	227,850
43	USE OF MONEY AND PROPERTY - Total		239,601	229,270	273,087	273,213
100	51190	CUSTOMER CREDITS	58	(468)	0	0
100	51516	DIESEL FUEL SALES	11,572	16,265	25,000	25,000
100	51536	FUEL SALES MARINA	62,565	94,725	100,000	100,000
100	51927	LOTTERY SALES	3	0	0	0
100	51930	SWIMMING-FLORA POOL	76,962	63,976	82,050	82,050
100	51931	SWIMMING-HEMP POOL	336	0	0	0
100	51932	SWIMMING-SUTTON POOL	27,949	26,450	28,214	28,214
100	51933	SWIMMING ANNUAL PASSES	66,483	14,347	74,118	78,143
100	51934	SWIM LESSON REGISTRATION	65,906	11,954	72,589	73,789
100	51935	SWIMMING POOL RENTAL	15,638	6,744	20,580	17,290
100	51936	SWIM POOL CONCESSIONS	41,605	29,198	50,000	51,000
100	51937	GOLF FEES	330,952	316,079	356,172	357,987
100	51938	GIFT CERTIFICATES-GOLF	(41,601)	(27,874)	0	0
100	51939	TENNIS FEES	6,047	646	6,635	6,575
100	51940	TENNIS COURT RESERVATIONS	34	94	34	34
100	51942	SOFTBALL ENTRY FEES	48,765	22,809	49,208	49,208
100	51943	FIELD RENTAL FEES	6,690	2,829	7,500	7,500
100	51944	BASKETBALL ENTRY FEES	25,700	21,852	26,400	26,400
100	51945	VOLLEYBALL ENTRY FEES	10,200	12,512	12,800	12,800
100	51946	AFTER SCHOOL SPORTS	24,433	10,620	17,500	22,060
100	51949	ART FEES	54,278	23,281	63,462	61,652
100	51950	VARIOUS PROGRAM FEES	6,682	3,462	11,942	13,142
260	51950	VARIOUS PROGRAM FEES	5,869	120	4,770	4,770
100	51951	CHILDRENS ATHLETIC FEES	5,519	475	4,200	4,195
100	51953	MEETING ROOM FEES	2,034	3,039	2,055	2,505
100	51954	PLAYGROUND REG FEES	2,280	(63)	2,000	1,900
100	51955	OTHER RENTS/CONCESSIONS	346	224	346	346
100	51959	BEER	166,971	126,867	168,701	171,993
100	51960	FOOD	45,014	27,684	47,301	48,111
100	51962	LIQUOR	28,346	26,677	28,346	28,346
100	51963	CATERING	3,100	1,279	3,100	3,100
100	51965	EVENTS REVENUE	40,689	40,698	40,689	40,698
100	51966	PRO SHOP SALES	72,880	53,207	73,295	73,295
100	51967	BEVERAGES/ICE	35,613	27,527	36,492	38,942
100	51968	CIGARETTE SALES	1,271	725	1,040	1,040
100	51989	GIFT CARD-GOLF	12,306	8,294	12,306	12,306
51	CHARGES FOR SERVICES - Total		1,263,494	966,253	1,428,845	1,444,391
100	53102	PRIVATE PARTICIPANT	6,600	5,000	7,300	5,700
100	53201	REFUNDS	0	300	0	0
100	53204	IOWA FUEL TAX REFUND	558	867	558	867

100	53530	SPECIALIZED SERVICES	96	21	300	300
100	53605	MISCELLANEOUS REVENUE	922	1,464	21,375	15,600
100	53615	DAMAGE CLAIMS	(49)	0	0	0
100	53620	REIMBURSEMENTS-GENERAL	2,267	366,355	0	7,500
53	MISCELLANEOUS	- Total	10,393	374,006	29,533	29,967
100	54106	EQUIPMENT SALES	0	0	4,000	4,000
100	54109	SALVAGE SALES	0	480	0	0
54	OTHER FINANCING SOURCES	- Total	0	480	4,000	4,000
400	59350	FR SALES TAX CONSTRUCTION	17,270	15,355	16,484	16,931
59	TRANSFER IN AND INTERNAL	- Total	17,270	15,355	16,484	16,931
RECREATION DIVISION - Total			1,530,758	1,585,364	1,751,949	1,768,502

Recommended Operating Revenue Budget - Department Total

31 - AMERICORPS

Fund	Account	Account Title	FY19 Actual Revenue	FY20 Actual Revenue	FY21 Adopted Budget	FY22 Recomm'd Budget
100	45771	FED PASS THRU STATE GRANT	230,408	215,743	278,788	203,761
45	STATE GRANTS	- Total	230,408	215,743	278,788	203,761
100	53102	PRIVATE PARTICIPANT	196,080	19,880	201,231	158,594
100	53201	REFUNDS	1,306	0	0	0
53	MISCELLANEOUS	- Total	197,386	19,880	201,231	158,594
AMERICORPS	- Total		427,794	235,623	480,019	362,355

Recommended Operating Expenditure Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY19 Actual Expense	FY20 Actual Expense	FY21 Adopted Budget	FY 22 Recomm'd Budget
100	61010	FULL-TIME EMPLOYEES	550,856	562,609	626,602	648,500
100	61020	PART-TIME EMPLOYEES	114,431	130,460	125,070	130,852
260	61020	PART-TIME EMPLOYEES	0	30	0	0
100	61030	SEASONAL EMPLOYEES	574,080	444,045	686,653	694,148
260	61030	SEASONAL EMPLOYEES	33,853	32,689	44,305	45,643
100	61050	OVERTIME PAY	3,914	2,961	3,800	3,800
100	61071	HOLIDAY PAY-OVERTIME	103	0	0	0
100	61091	SICK LEAVE PAYOFF	959	2,770	0	0
100	61092	VACATION PAYOFF	2,185	0	0	0
100	61096	50% SICK LEAVE PAYOUT	0	323	0	323
100	61310	IPERS	77,909	74,950	95,001	97,960
260	61310	IPERS	2,702	2,438	2,633	2,712
100	61320	SOCIAL SECURITY	93,348	85,305	110,324	113,034
260	61320	SOCIAL SECURITY	2,590	2,503	3,389	3,492
100	61410	HEALTH INSURANCE	170,719	129,274	126,159	129,409
100	61415	WORKMENS' COMPENSATION	34,645	31,141	27,948	26,748
260	61415	WORKMENS' COMPENSATION	1,670	1,412	1,116	1,539
100	61416	LIFE INSURANCE	441	447	550	578
100	61417	UNEMPLOYMENT INSURANCE	19,392	11,688	13,947	15,540
100	61640	SAFETY EQUIPMENT	205	3,850	500	900
260	61640	SAFETY EQUIPMENT	0	143	0	0
100	61660	EMPLOYEE PHYSICALS	1,210	134	1,595	264
61 - WAGES AND BENEFITS			1,685,212	1,519,171	1,869,592	1,915,442
100	62010	OFFICE SUPPLIES	6,460	2,419	5,431	5,745
260	62010	OFFICE SUPPLIES	100	186	194	186
100	62011	UNIFORM PURCHASES	5,342	1,109	6,310	6,310
100	62030	POSTAGE AND SHIPPING	5,610	6,424	6,615	5,773
260	62030	POSTAGE AND SHIPPING	0	1,000	1,028	1,020
100	62050	OFFICE EQUIPMENT MAINT	123	0	125	0
100	62061	DP EQUIP. MAINT CONTRACTS	7,006	6,448	7,733	9,232
100	62062	JANITORIAL SUPPLIES	10,437	4,877	10,665	10,500
260	62062	JANITORIAL SUPPLIES	292	333	334	340
100	62090	PRINTING & BINDING	10,307	5,211	11,422	11,094
260	62090	PRINTING & BINDING	0	0	195	195
100	62110	COPYING/REPRODUCTION	2,250	1,489	2,155	2,044
100	62130	LEGAL NOTICES & ADS	1,167	0	500	0
100	62140	PROMOTION	18,233	11,027	19,216	18,266
100	62170	SUBSCRIPTIONS-BOOKS-MAPS	419	317	428	379
100	62190	DUES & MEMBERSHIPS	2,892	1,612	2,673	2,423
100	62204	REFUNDS	1,885	41,426	0	0
100	62205	DRAM SHOP INSURANCE	9,014	7,861	9,465	9,268
100	62206	PROPERTY INSURANCE	7,564	11,206	7,942	8,184
100	62208	GENERAL LIABILITY INSURAN	15,071	22,130	15,824	22,991
260	62208	GENERAL LIABILITY INSURAN	391	396	411	411
100	62210	SALES TAX	43,818	38,476	41,998	45,140

Recommended Operating Expenditure Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY19 Actual Expense	FY20 Actual Expense	FY21 Adopted Budget	FY 22 Recomm'd Budget
100	62211	PROPERTY TAX	1,902	1,932	1,978	1,971
100	62310	TRAVEL-CONFERENCES	5,554	5,639	6,975	7,140
100	62320	TRAVEL-CITY BUSINESS	385	950	1,113	1,113
100	62340	MILEAGE/LOCAL TRANSP	5,788	4,869	6,563	6,563
100	62360	EDUCATION & TRAINING	8,533	7,445	7,871	7,431
100	62411	UTILITY EXP-ELECTRICITY	84,220	91,034	87,693	86,246
100	62412	UTILITY EXP-GAS	27,936	16,720	27,901	26,386
100	62418	UTILITY EXP-REFUSE	1,642	1,443	1,634	1,466
100	62421	TELEPHONE	8,002	9,668	7,918	9,667
100	62431	PROPERTY MAINTENANCE	32,187	48,404	38,100	38,310
100	62433	CUSTODIAL SERVICES	8,332	4,888	9,307	5,073
260	62433	CUSTODIAL SERVICES	2,088	2,646	2,646	2,646
100	62436	RENTAL OF SPACE	220	220	220	220
100	62511	FUEL, MOTOR VEHICLE	14,739	11,105	11,574	12,978
100	62512	FUEL, OFF ROAD VEHICLE	49,404	57,456	75,000	82,000
100	62513	FUEL, DIESEL	50	9,600	15,000	15,000
100	62602	CIGARETTES	784	348	800	800
100	62611	MACH/EQUIP MAINTENANCE	34,702	39,776	20,704	21,112
100	62614	EQUIP MAINT CONTRACT	2,935	3,563	3,151	3,151
100	62624	GOLF SPECIALTY SUPPLIES	14,882	12,060	15,105	14,563
100	62627	CAMERA MAINTENANCE	672	672	897	897
100	62633	CHLORINE	15,434	11,023	12,216	12,216
100	62634	POOL CHEMICALS	11,809	2,651	12,163	12,163
100	62635	TURF CHEMICALS	28,977	29,781	30,031	31,000
100	62642	FOOD PRODUCTS	49,138	34,697	48,145	48,051
100	62643	BEER PRODUCTS	51,248	38,783	53,168	46,012
100	62644	LIQUOR PRODUCTS	6,550	2,994	5,750	6,000
100	62649	BEVERAGE/ICE	19,630	16,176	20,561	20,316
100	62663	SOFTWARE LICENSE EXP	12,645	5,628	13,730	13,622
100	62664	LICENSE/PERMIT FEES	4,569	4,496	5,769	5,864
100	62666	CREDIT CARD CHARGE	24,714	24,107	23,023	25,172
100	62667	DATA SERVICES	1,713	6,349	1,972	2,430
100	62668	PROGRAM EQUIP/SUPPLIES	40,446	32,135	64,506	45,574
260	62668	PROGRAM EQUIP/SUPPLIES	14,976	999	19,770	19,770
100	62670	PRO SHOP MERCHANDISE	30,488	37,209	43,000	37,328
100	62671	MISC. OPERATING SUPPLIES	53	0	0	0
100	62678	EDUCATIONAL MATERIALS	2,459	1,368	2,434	2,434
100	62683	FIELD OPERATIONS SUPPLIES	954	332	1,526	1,000
100	62699	CASH SHORT AND OVER	(301)	340	0	0
100	62710	CONTRACTOR SERVICES	5,454	0	0	0
100	62716	CONSULTANT SERVICES	2,505	4,533	5,000	4,500
100	62717	CRIMINAL BACKGROUND CHECK	5,033	2,266	5,800	5,800
100	62731	MISCELLANEOUS SERVICES	0	0	6,250	6,250
260	62731	MISCELLANEOUS SERVICES	0	0	3,000	3,000

Recommended Operating Expenditure Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY19 Actual Expense	FY20 Actual Expense	FY21 Adopted Budget	FY 22 Recomm'd Budget
100	62732	TEMP HELPCONTRACT SERV.	0	0	1,935	1,935
100	62735	GAME OFFICIATING SERVICES	29,351	23,814	34,870	34,870
260	62735	GAME OFFICIATING SERVICES	1,800	1,800	1,800	1,800
100	62736	CATERING SERVICES	4,959	2,085	3,170	3,170
100	62747	MACH/EQUIPMENT RENTAL	43,016	43,721	42,351	42,351
100	62751	INSTRUCTORS	66,905	44,880	92,162	92,162
100	62761	PAY TO OTHER AGENCY	65,542	452,008	103,002	111,810
260	62761	PAY TO OTHER AGENCY	52,352	63,571	49,781	50,000
100	62767	ENVIRON. TESTING/MON.	360	200	500	500
100	62785	GIFT CARDS	0	0	124	0
62 - SUPPLIES AND SERVICES			1,046,117	1,382,329	1,200,323	1,191,334
100	63311	ADMIN. OVERHEAD	85,043	0	85,043	85,043
100	63312	LESS ADMIN. RECHARGES	(85,043)	0	(85,043)	(85,043)
63 - ADMIN/OVERHEAD/STORES GAR			0	0	0	0
100	71310	AUTO/JEEP REPLACEMENT	0	0	0	35,000
100	71410	SHOP EQUIPMENT	0	221	500	0
100	71522	TRUCKSTER	0	0	9,000	9,000
100	71550	MISCELLANEOUS EQUIPMENT	0	5,277	1,850	1,500
100	71611	MOWING EQUIPMENT	14,000	26,000	52,000	52,000
100	71613	TRIMMERS	0	234	500	500
100	71617	AERATOR	0	7,875	9,500	0
100	71619	OTHER MAINT. EQUIPMENT	32,868	7,995	1,500	0
100	72310	CONCESSION EQUIPMENT	6,070	0	0	0
100	72417	CAMERA RELATED EQUIPMENT	1,438	0	2,800	2,800
100	72418	TELEPHONE RELATED	0	214	0	3,220
100	72712	DECK CHAIRS	1,781	0	0	0
71 - EQUIPMENT			56,157	47,815	77,650	104,020
400	74111	PRINCIPAL PAYMENT	14,240	12,865	14,291	15,162
400	74112	INTEREST PAYMENT	3,030	2,490	2,193	1,769
74 - DEBT SERVICE			17,270	15,355	16,484	16,931
34 - RECREATION DIVISION TOTAL			2,804,756	2,964,671	3,164,049	3,227,727

Recommended Operating Expenditure Budget - Department Total

31 - AMERICORPS

Fund	Account	Account Title	FY19	FY20	FY21 Adopted	FY 22
100	61010	FULL-TIME EMPLOYEES	60,014	63,083	63,099	115,688
100	61020	PART-TIME EMPLOYEES	10,032	8,563	0	0
100	61030	SEASONAL EMPLOYEES	189,453	160,439	279,550	209,425
100	61092	VACATION PAYOFF	2,465	0	0	0
100	61310	IPERS	6,612	6,763	6,921	12,361
100	61320	SOCIAL SECURITY	19,818	17,544	26,214	24,871
100	61410	HEALTH INSURANCE	16,775	13,988	12,297	26,064
100	61415	WORKMENS' COMPENSATION	9,394	8,137	10,832	14,041
100	61416	LIFE INSURANCE	73	73	49	110
100	61665	OTHER MEDICAL COSTS	0	0	0	4,800
61 - WAGES AND BENEFITS			314,637	278,591	398,962	407,360
100	62010	OFFICE SUPPLIES	4,515	4,271	784	120
100	62011	UNIFORM PURCHASES	1,331	6,251	2,083	1,530
100	62070	OFFICE EQUIP RENTAL	649	2,826	0	0
100	62090	PRINTING & BINDING	59	0	0	0
100	62110	COPYING/REPRODUCTION	1,324	151	1,249	1,824
100	62130	LEGAL NOTICES & ADS	438	0	0	0
100	62190	DUES & MEMBERSHIPS	590	0	0	0
100	62204	REFUNDS	0	11,531	0	0
100	62240	MISCELLANEOUS	0	3,137	0	0
100	62310	TRAVEL-CONFERENCES	3,567	3,897	4,660	4,339
100	62320	TRAVEL-CITY BUSINESS	833	710	0	0
100	62340	MILEAGE/LOCAL TRANSP	1,105	0	1,153	1,080
100	62360	EDUCATION & TRAINING	4,327	1,855	5,497	3,000
100	62421	TELEPHONE	732	668	704	1,344
100	62661	MISC. OPER. EXPENS	1,995	1,230	0	0
100	62663	SOFTWARE LICENSE EXP	39	74	1,034	784
100	62667	DATA SERVICES	135	980	210	6,120
100	62717	CREDIT CARD BACKGROUND CHECK	1,330	1,426	3,678	2,916
100	62761	PAY TO OTHER AGENCY	0	0	13,678	6,313
62 - SUPPLIES AND SERVICES			22,968	39,009	34,730	29,370
100	71120	PERIPHERALS, COMPUTER	0	16,471	1,840	920
100	71124	COMPUTER	0	0	0	2,800
100	72418	TELEPHONE RELATED	0	0	350	500
71 - EQUIPMENT			0	16,471	2,190	4,220
31 - AMERICORPS TOTAL			337,605	334,071	435,882	440,950

Recommended Expenditure Budget Report by Activity & Funding Source

34 - RECREATION DIVISION

POD CSTORE OPERATION - 30550

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	80,568	68,016	75,825
WAGES AND BENEFITS	22,798	51,301	51,984
POD CSTORE OPERATION	103,365	119,317	127,809
POD DOCK MAINTENANCE - 30560			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	92,202	104,815	111,356
WAGES AND BENEFITS	16,841	42,588	43,753
POD DOCK MAINTENANCE	109,042	147,403	155,109
RECREATION ADMIN. - 34100			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
ADMIN/OVERHEAD/STORES			
GAR	—	(85,043)	(85,043)
EQUIPMENT	214	350	3,220
SUPPLIES AND SERVICES	492,065	153,114	143,988
WAGES AND BENEFITS	597,846	642,167	664,242
RECREATION ADMIN.	1,090,124	710,588	726,407
GOLF OPERATIONS - 34200			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	—	—	0
SUPPLIES AND SERVICES	191,558	210,725	200,333
WAGES AND BENEFITS	179,284	184,532	187,662
GOLF OPERATIONS	370,842	395,257	387,995
GOLF MAINTENANCE - 34250			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
ADMIN/OVERHEAD/STORES			
GAR	—	30,759	30,759
EQUIPMENT	42,325	71,500	61,500
SUPPLIES AND SERVICES	89,137	93,417	93,845
WAGES AND BENEFITS	269,456	295,057	308,521

Recommended Expenditure Budget Report by Activity & Funding Source

34 - RECREATION DIVISION

GOLF MAINTENANCE	400,918	490,733	494,625
SWIMMING	- 34300		

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
GAR	—	29,155	29,155
EQUIPMENT	5,277	2,800	2,800
SUPPLIES AND SERVICES	163,300	182,192	176,790
WAGES AND BENEFITS	189,357	327,281	333,469
SWIMMING	357,934	541,428	542,214
ADULT ATHLETICS	- 34400		

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
GAR	—	25,129	25,129
EQUIPMENT	—	3,000	1,500
SUPPLIES AND SERVICES	77,993	68,926	66,485
WAGES AND BENEFITS	23,076	40,184	41,563
ADULT ATHLETICS	101,069	137,239	134,677
MCALEECE CONCESSIONS	- 34410		

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	14,005	25,141	25,227
WAGES AND BENEFITS	6,096	11,405	11,623
MCALEECE CONCESSIONS	20,101	36,546	36,850
YOUTH SPORTS/AFTER SCHOOL	- 34420		

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	32,528	71,876	73,971
WAGES AND BENEFITS	163,281	181,924	175,687
YOUTH SPORTS/AFTER SCHOOL	195,809	253,800	249,658
THERAPEUTIC/SENIOR PROG	- 34430		

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	6,584	15,089	14,962
WAGES AND BENEFITS	2,641	29,540	30,926
THERAPEUTIC/SENIOR PROG	9,225	44,629	45,888
RECREATION CLASSES	- 34460		

Recommended Expenditure Budget Report by Activity & Funding Source

34 - RECREATION DIVISION

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	—	—	35,000
SUPPLIES AND SERVICES	71,459	109,653	110,984
WAGES AND BENEFITS	9,283	12,170	12,626
RECREATION CLASSES	80,742	121,823	158,610
CD TARGET AREA PROG. - 34500			

FUNDING SOURCE: COMMUNITY DEVELOPMENT

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	52,731	79,159	79,368
WAGES AND BENEFITS	39,215	51,443	53,386
CD TARGET AREA PROG.	91,946	130,602	132,754
DEBT SERVICE - 34700			

FUNDING SOURCE: DEBT SERVICE

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
DEBT SERVICE	15,355	16,484	16,931
DEBT SERVICE	15,355	16,484	16,931
SENIOR CENTER - 79180			

FUNDING SOURCE: COMMUNITY DEVELOPMENT

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	18,200	18,200	18,200
SENIOR CENTER \$	18,200.00 \$	18,200.00	18,200
PCARD CLEARING - 99999			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	—	—	0
PCARD CLEARING REC DIV	—	—	0
RECREATION DIVISION TOTAL	\$2,964,671	\$3,164,049	\$3,227,727

Recommended Expenditure Budget Report by Activity & Funding Source

31 - AMERICORPS

AMERICORP FORMULA 2021 - 34910

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	—	—	—
WAGES AND BENEFITS	—	—	—
AMERICORP FORMULA 2021	—	—	—
AMERICORP NONGRANT - 34911			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	—	350	4,220
SUPPLIES AND SERVICES	948	330	3,134
WAGES AND BENEFITS	4,264	5,265	71,953
AMERICORP NONGRANT	5,211	5,945	79,307
AMERICORP COMP 2021 - 34912			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	—	—	—
WAGES AND BENEFITS	—	—	—
AMERICORP COMP 2021	—	—	—
AMERICORP FORM 21/22 - 34913			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
WAGES AND BENEFITS	—	—	20,235
AMERICORP FORM 21/22	—	—	20,235
AMERICORP AARA - 34914			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	16,471	—	—
SUPPLIES AND SERVICES	29,107	19,532	—
WAGES AND BENEFITS	222,298	309,818	—
AMERICORP REGULAR 18/19	267,876	329,350	—
AMERICORP SUPP 10/11 - 34916			

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	—	—	—
WAGES AND BENEFITS	—	—	—

Recommended Expenditure Budget Report by Activity & Funding Source

31 - AMERICORPS

AMERICORP PLANNING 18/19	—		—	
	AMERICORP 3		- 34917	

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	—	1,840	—
SUPPLIES AND SERVICES	\$ 8,954	\$ 14,868	—
WAGES AND BENEFITS	\$ 52,029	\$ 83,879	—
AMERICORP SUMMER 18/19	60,983	100,587	—
	AMERICORP COMP 21/22	- 34918	

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
SUPPLIES AND SERVICES	—	—	26,236
WAGES AND BENEFITS	\$ —	\$ —	315,172
AMERICORP COMP 21/22	—	—	341,408
AMERICORPS TOTAL	\$ 334,071	\$ 435,882	\$ 440,950

CITY OF DUBUQUE, IOWA
DEPARTMENT DETAIL - PERSONNEL COMPLEMENT

34 RECREATION DIVISION

FD	JC	WP-GR	JOB CLASS	FY 2020		FY 2021		FY 2022	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
61010 Full Time Employee Expense									
100	3375	GE-41	LEISURE SERVICES MANAGER	0.33	\$ 38,080	0.33	\$ 42,992	0.33	\$ 45,948
100	5075	GE-36	RECREATION DIVISION MANAGER	1.00	\$ 88,277	1.00	\$ 89,269	1.00	\$ 90,577
100	2975	GE-33	GOLF COURSE SUPERVISOR	1.00	\$ 78,150	1.00	\$ 79,015	1.00	\$ 80,198
100		GE-33	ACQUATIC/THERAP REC SUPV	1.00	\$ 76,145	1.00	\$ 77,510	1.00	\$ 78,670
100		GE-33	FACILITIES SUPERVISOR	1.00	\$ 59,967	1.00	\$ 60,636	1.00	\$ 61,533
100	5000	GE-33	RECREATION PROGRAM SUPV	2.00	\$ 149,718	2.00	\$ 152,010	2.00	\$ 154,286
100	3530	GE-33	DIR MULTICULTURAL FAMILY CENTER	1.00	\$ 74,429	1.00	\$ 73,951	1.00	\$ 81,287
100	1310	GE-29	ASST DIR MULTICULTURAL FAMILY CTR	1.00	\$ 60,117	1.00	\$ 61,242	1.00	\$ 62,148
100	200	GE-26	LEAD SECRETARY	0.60	\$ 30,673	0.60	\$ 27,888	0.60	\$ 28,896
100	1185		AMERICORP PROGRAM DIRECTOR	1.00	\$ 61,252	1.00	\$ 63,099	1.00	\$ 70,601
100	225	GE-25	SECRETARY	1.00	\$ 50,441	1.00	\$ 51,009	1.00	\$ 51,747
100		GD-06	GOLF COURSE TECHNICIAN	1.00	\$ 55,062	1.00	\$ 55,674	1.00	\$ 56,645
TOTAL FULL TIME EMPLOYEES				8.93	\$ 626,513	8.93	\$ 636,003	8.93	\$ 648,500
61020 Part Time Employee Expense									
100	225	GE-25	COMMUNICATIONS ASST	0.50	\$ 18,539	0.50	\$ 18,874	0.50	\$ 20,087
100		GD-33	GOLF PROFESSIONAL	0.94	\$ 69,963	0.94	\$ 70,736	0.94	\$ 71,796
100		NA-44	RECEPTIONIST	0.48	\$ 5,974	0.48	\$ 18,191	0.48	\$ 18,462
100		GD-06	GOLF COURSE TECHNICIAN	0.72	\$ 36,002	0.72	\$ 37,340	0.72	\$ 38,969
100	3450	NA-25	RECREATION FIELD SUPERVISOR	1.22	\$ 46,412	1.22	\$ 46,922	1.22	\$ 47,611
TOTAL PART TIME EMPLOYEES				2.16	\$ 124,504	2.16	\$ 126,950	2.16	\$ 130,852
61030 Seasonal Employee Expense									
100	3675	NA-31	HEAD LIFE GUARD	0.44	\$ 6,686	0.44	\$ 6,661	0.44	\$ 6,661
100	3450	NA-25	RECREATION FIELD SUPERVISOR	1.26	\$ 34,793	1.26	\$ 39,986	1.26	\$ 40,587
260	3450	NA-25	RECREATION FIELD SUPERVISOR CDBG	0.61	\$ 16,481	0.61	\$ 16,660	0.61	\$ 16,914
100		NA-23	MARINA CASHIER/CLERK	0.83	\$ 18,402	0.83	\$ 18,611	0.83	\$ 18,882
100		NA-23	DOCK WORKER	0.58	\$ 12,224	0.58	\$ 12,358	0.58	\$ 12,546
100	3700	NA-19	SWIMMING POOL MANAGER	1.35	\$ 41,340	1.35	\$ 41,803	1.35	\$ 42,423
100	3650	NA-17	LIFE GUARD	8.63	\$ 177,881	8.63	\$ 179,864	8.63	\$ 182,512
100	3525	NA-15	JUNIOR RECREATION LEADER	0.92	\$ 15,484	0.92	\$ 15,656	0.92	\$ 15,886
100	890	NA-03	LABORER I	2.36	\$ 50,587	2.36	\$ 51,133	1.32	\$ 29,010
100	890	NA-01	LABORER TE 2	1.16	\$ 29,152	1.16	\$ 29,452	1.16	\$ 29,864
100	890	NA-03	LABORER TE 1	2.36	\$ 50,587	2.36	\$ 51,133	1.04	\$ 22,910
100	3550	NA-14	RECREATION LEADER	6.11	\$ 124,128	6.11	\$ 131,366	6.32	\$ 137,861
260	3550	NA-14	RECREATION LEADER CDBG	—	\$ —	—	\$ —	—	\$ —
260	3585	NA-35	PRE-SCHOOL INSTRUCTOR CDBG	0.72	\$ 27,994	0.72	\$ 28,308	0.72	\$ 28,729
100		NA-35	PRE-SCHOOL INSTRUCTOR	0.12	\$ 3,865	0.12	\$ 3,907	0.12	\$ 3,967
100	3625	NA-07	POOL CASHIER	1.01	\$ 19,561	1.01	\$ 19,781	1.01	\$ 20,077

34 RECREATION DIVISION

FD	JC	WP-GR	JOB CLASS	FY 2020		FY 2021		FY 2022	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
100		NA-45	ASSISTANT PRO	1.36	\$ 45,285	1.36	\$ 45,780	1.36	\$ 46,464
100		NA-45	SNACK BAR MANAGER	0.20	\$ 6,032	0.20	\$ 6,009	0.20	\$ 6,009
100		NA-36	CONCESSION MANAGER	0.40	\$ 10,573	0.40	\$ 10,689	0.40	\$ 10,846
100		NA-18	CONCESSION WORKER II	2.07	\$ 36,394	2.07	\$ 36,616	2.07	\$ 36,958
100		NA-28	CLERICAL ASSISTANT	0.22	\$ 5,132	0.22	\$ 5,191	0.22	\$ 5,264
100		NA-45	AFTER SCHOOL SPORTS COORD	0.41	\$ 13,990	0.41	\$ 14,142	—	\$ —
100		NA-27	PLAYGROUND COORDINATOR	0.20	\$ 5,643	0.20	\$ 5,707	0.20	\$ 5,791
100		NA-27	ASSIST PLAYGROUND COORD	0.10	\$ 2,477	0.10	\$ 2,506	0.10	\$ 2,542
100		NA-18	PRO SHOP ATTENDANT	0.80	\$ 16,717	0.80	\$ 16,905	0.80	\$ 17,154
TOTAL SEASONAL EMPLOYEES				31.86	\$ 720,821	31.86	\$ 739,091	31.66	\$ 739,857
TOTAL RECREATION DIVISION				42.95	\$ 1,471,838	42.95	\$ 1,502,044	42.75	\$ 1,519,209

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2020		FY 2021		FY 2022		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Recreation Administration-FT											
10034100	61010	100	200	GE-26	LEAD SECRETARY	0.60	\$ 30,673	0.60	\$ 27,888	0.60	\$ 28,896
10034100	61010	100		GE-33	FACILITIES SUPERVISOR	0.33	\$ 19,789	0.33	\$ 20,010	0.33	\$ 20,306
10034100	61010	100	225	GE-25	SECRETARY	1.00	\$ 50,441	1.00	\$ 51,009	1.00	\$ 51,747
10034100	61010	100	4,280	GE-33	RECREATION PROGRAM SUPV	2.00	\$ 149,718	2.00	\$ 152,010	2.00	\$ 154,286
10034100	61010	100	1,080	GE-33	ACQUATIC/THERAP REC SUPV	1.00	\$ 76,145	1.00	\$ 77,510	1.00	\$ 78,670
10034100	61010	100	3375	GE-41	LEISURE SERVICES MANAGER	0.33	\$ 38,080	0.33	\$ 42,992	0.33	\$ 45,948
10034100	61010	100	5075	GE-36	RECREATION DIVISION MANAGER	1.00	\$ 88,277	1.00	\$ 89,269	1.00	\$ 90,577
Total						6.26	\$ 453,123	6.26	\$ 460,688	6.26	\$ 470,430
Recreation Administration-PT											
10034100	61020	100	225	GE-25	COMMUNICATIONS ASST	0.50	\$ 18,539	0.50	\$ 18,874	0.50	\$ 20,087
Total						0.50	\$ 18,539	0.50	\$ 18,874	0.50	\$ 20,087
Recreation Administration-Seasonal											
10034100	61030	100		NA-28	CLERICAL ASSISTANT	0.22	\$ 5,132	0.22	\$ 5,191	0.22	\$ 5,264
Total						0.22	\$ 5,132	0.22	\$ 5,191	0.22	\$ 5,264
Golf Operations-Seasonal											
10034200	61030	100		NA-13	ASSISTANT PRO	1.36	\$ 45,285	1.36	\$ 45,780	1.36	\$ 46,464
10034200	61030	100		NA-36	CONCESSION WORKER II	0.84	\$ 12,764	0.84	\$ 12,716	0.84	\$ 12,716
10034200	61030	100		NA-18	PRO SHOP ATTENDANT	0.80	\$ 16,717	0.80	\$ 16,905	0.80	\$ 17,154
Total						3.00	\$ 74,766	3.00	\$ 75,401	3.00	\$ 76,334
Golf Operations-PT											
10034200	61020	100	2,625		GOLF PROFESSIONAL	0.94	\$ 69,963	0.94	\$ 70,736	0.94	\$ 71,796
Total						0.94	\$ 69,963	0.94	\$ 70,736	0.94	\$ 71,796
Golf Maintenance-FT											
10034250	61010	100	2975	GE-33	GOLF COURSE SUPERVISOR	1.00	\$ 78,150	1.00	\$ 79,015	1.00	\$ 80,198
10034250	61010	100	2622	GD-06	GOLF COURSE TECHNICIAN	1.00	\$ 55,062	1.00	\$ 55,674	1.00	\$ 56,645
Total						2.00	\$ 133,212	2.00	\$ 134,689	2.00	\$ 136,843
Golf Maintenance-PT											
10034250	61020		100		GOLF COURSE TECHNICIAN	0.72	\$ 36,002	0.72	\$ 37,340	0.72	\$ 38,969
Total						0.72	\$ 36,002	0.72	\$ 37,340	0.72	\$ 38,969
Golf Maintenance-Seasonal											
10034250	61030		100	0890	LABORER TE 2	1.16	\$ 29,152	1.16	\$ 29,452	1.16	\$ 29,864
10034250	61030	100	890	NA-03	LABORER TE 1	1.04	\$ 22,322	1.04	\$ 22,562	1.04	\$ 22,910
Total						2.20	\$ 51,474	2.20	\$ 52,014	2.20	\$ 52,774
Swimming-Seasonal											
10034300	61030	100	3675	NA-31	HEAD LIFE GUARD	0.44	\$ 6,686	0.44	\$ 6,661	0.44	\$ 6,661
10034300	61030	100		NA-36	CONCESSION MANAGER	0.40	\$ 10,573	0.40	\$ 10,689	0.40	\$ 10,846
10034300	61030	100		NA-18	CONCESSION WORKER II	1.04	\$ 19,787	1.04	\$ 20,016	1.04	\$ 20,299
10034300	61030	100	3650	NA-17	LIFE GUARD	8.63	\$ 177,881	8.63	\$ 179,864	8.63	\$ 182,512
10034300	61030	100	3625	NA-07	POOL CASHIER	1.01	\$ 19,561	1.01	\$ 19,781	1.01	\$ 20,077

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

	ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2020		FY 2021		FY 2022	
						FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
10034300	61030	100	890	NA-03	LABORER I	0.48	\$ 10,302	0.48	\$ 10,413	0.48	\$ 10,574
10034300	61030	100	3700	NA-19	SWIMMING POOL MANAGER	1.35	\$ 41,340	1.35	\$ 41,803	1.35	\$ 42,423
Total						13.35	\$ 286,130	13.35	\$ 289,227	13.35	\$ 293,392
Adult Athletics-Seasonal											
10034400	61030	100	3450	NA-25	RECREATION FIELD SUPERVISOR	0.43	\$ 11,482	0.43	\$ 11,607	0.43	\$ 11,785
10034400	61030	100	890	NA-03	LABORER I	0.75	\$ 16,097	0.75	\$ 16,271	0.75	\$ 16,521
10034400	61030	100	3550	NA-14	RECREATION LEADER	0.35	\$ 7,446	0.35	\$ 7,527	0.35	\$ 7,637
Total						1.53	\$ 35,025	1.53	\$ 35,405	1.53	\$ 35,943
McAleece Concessions-Seasonal											
10034410	61030	100		NA-45	SNACK BAR MANAGER	0.20	\$ 6,032	0.20	\$ 6,009	0.20	\$ 6,009
10034410	61030	100		NA-18	CONCESSION WORKER II	0.19	\$ 3,843	0.19	\$ 3,884	0.19	\$ 3,943
Total						0.39	\$ 9,875	0.39	\$ 9,893	0.39	\$ 9,952
Youth Sports-Seasonal											
10034420	61030	100	3525	NA-15	JUNIOR RECREATION LEADER	0.92	\$ 15,484	0.92	\$ 15,656	0.92	\$ 15,886
10034420	61030	100		NA-27	PLAYGROUND COORDINATOR	0.20	\$ 5,643	0.20	\$ 5,707	0.20	\$ 5,791
10034420	61030	100		NA-27	ASSIST PLAYGROUND COORD	0.10	\$ 2,477	0.10	\$ 2,506	0.10	\$ 2,542
10034420	61030	100		NA-45	AFTER SCHOOL SPORTS COORD	0.41	\$ 13,990	0.41	\$ 14,142	—	\$ —
10034420	61030	100		NA-03	LABORER I	0.09	\$ 1,866	0.09	\$ 1,887	0.09	\$ 1,915
10034420	61030	100	3450	NA-25	RECREATION FIELD SUPERVISOR	0.45	\$ 16,017	0.45	\$ 16,192	0.45	\$ 16,432
10034420	61030	100	3550	NA-14	RECREATION LEADER	4.85	\$ 103,181	4.85	\$ 104,306	5.06	\$ 110,407
Total						7.02	\$ 158,658	7.02	\$ 160,396	6.82	\$ 152,973
Therapeutic Activity-Seasonal											
10034430	61030	100		NA-25	RECREATION FIELD SUPERVISOR	0.15	\$ 945	0.15	\$ 5,769	0.15	\$ 5,854
10034430	61030	100		NA-14	RECREATION LEADER	0.91	\$ 13,501	0.91	\$ 19,533	0.91	\$ 19,817
Total						1.06	\$ 14,446	1.06	\$ 25,302	1.06	\$ 25,671
Recreation Classes-Seasonal											
10034460	61030	100	3585	NA-35	PRE-SCHOOL INSTRUCTOR	0.12	\$ 3,865	0.12	\$ 3,907	0.12	\$ 3,967
10034460	61030	100		NA-25	RECREATION FIELD SUPERVISOR	0.24	\$ 6,349	0.24	\$ 6,418	0.24	\$ 6,516
Total						0.36	\$ 10,214	0.36	\$ 10,325	0.36	\$ 10,483
Port of Dubuque Marina Dock Maintenance-FT											
10030550	61010	100		GE-33	FACILITIES SUPERVISOR	0.33	\$ 19,789	0.33	\$ 20,010	0.33	\$ 20,306
Total						0.33	\$ 19,789	0.33	\$ 20,010	0.33	\$ 20,306
Port of Dubuque Marina Dock Maintenance- Seasonal											
10030560	61030	100		NA-23	DOCK WORKER	0.58	\$ 12,224	0.58	\$ 12,358	0.58	\$ 12,546
Total						0.58	\$ 12,224	0.58	\$ 12,358	0.58	\$ 12,546
Port of Dubuque Marina Convenience Store -FT											
10030550	61010	100		GE-33	FACILITIES SUPERVISOR	0.34	\$ 20,389	0.34	\$ 20,616	0.34	\$ 20,921
Total						0.34	\$ 20,389	0.34	\$ 20,616	0.34	\$ 20,921

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2020		FY 2021		FY 2022	
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
Port of Dubuque Marina Convenience Store- Seasonal										
10030550	61030	100		NA-23 MARINA CASHIER/CLERK	0.83	\$ 18,402	0.83	\$ 18,611	0.83	\$ 18,882
				Total	0.83	\$ 18,402	0.83	\$ 18,611	0.83	\$ 18,882
CD Target Area Programs-Seasonal										
26034500	61030	260	3550	NA-14 RECREATION LEADER CDBG	—	\$ —	—	\$ —	—	\$ —
26034500	61030	260	3585	NA-35 PRE-SCHOOL INSTRUCTOR CDBG	0.72	\$ 27,994	0.72	\$ 28,308	0.72	\$ 28,729
26034500	61030	260	3450	NA-25 RECREATION FIELD SUPERVISOR CDBG	0.61	\$ 16,481	0.61	\$ 16,660	0.61	\$ 16,914
				Total	1.33	\$ 44,475	1.33	\$ 44,968	1.33	\$ 45,643
Multicultural Family Center - FT										
10034600	61010	100	1310	GE-29 ASST DIR MULTICULTURAL FAMILY CTR	1.00	\$ 60,117	1.00	\$ 61,242	1.00	\$ 62,148
10034600	61010	100	3530	GE-33 DIR MULTICULTURAL FAMILY CENTER	1.00	\$ 74,429	1.00	\$ 73,951	1.00	\$ 81,287
				Total	2.00	\$ 134,546	2.00	\$ 135,193	3.00	\$ 188,076
Multicultural Family Center - PT										
10034600	61,020	100		NA-44 RECEPTIONIST	0.48	\$ 5,974	0.48	\$ 18,191	0.48	\$ 18,462
10034600	61020	100	3450	NA-25 RECREATION FIELD SUPERVISOR	1.22	\$ 46,412	1.22	\$ 46,922	1.22	\$ 47,611
				Total	1.70	\$ 52,386	1.70	\$ 65,113	1.70	\$ 66,073
Multicultural Family Center - Seasonal										
10034600	61030	100	3450	NA-25 RECREATION FIELD SUPERVISOR MFC	0.35	\$ 9,249	0.35	\$ 13,462	0.35	\$ 13,659
				Total	0.35	\$ 9,249	0.35	\$ 13,462	0.35	\$ 13,659
AmeriCorps - FT										
10034910	61010	100	1185	AMERICORP PROGRAM DIRECTOR	0.09	\$ 5,786	0.10	\$ 6,310	—	\$ —
10034911	61010	100	1185	AMERICORP PROGRAM DIRECTOR	0.06	\$ 3,653	0.06	\$ 3,786	0.06	\$ 4,223
10034912	61,010	100	1,185	AMERICORP PROGRAM DIRECTOR	0.85	\$ 51,813	0.84	\$ 53,003	—	\$ —
10034913	61010	100	1185	AMERICORP PROGRAM DIRECTOR	—	\$ —	—	\$ —	0.12	\$ 8,580
				Total	1.00	\$ 61,252	1.00	\$ 63,099	2.00	\$ 115,242
AmeriCorps - PT										
10034910	61010	100	1185	AMERICORPS CORDINATOR	0.000	\$0	0.000	\$0	0.000	\$0
10034912	61010	100	1185	AMERICORPS CORDINATOR	0.000	\$0	0.000	\$0	0.000	\$0
10034913	61010	100	1185	AMERICORPS CORDINATOR	0.000	\$0	0.000	\$0	0.110	\$5,136
10034918	61010	100	1185	AMERICORPS CORDINATOR	0.000	\$0	0.000	\$0	0.170	\$7,871
				Total	0.000	\$ —	0.000	\$ —	0.280	\$ 13,007
TOTAL RECREATION DIVISION					48.00	\$1,729,271	48.00	\$ 1,778,911	50.08	\$ 1,915,266

Capital Improvement Projects by Department/Division					
RECREATION DIVISION					
CIP Number	Capital Improvement Project Title	FY 19 Actual Expense	FY 20 Actual Expense	FY 21 Adopted Budget	FY 22 Recomm'd Budget
1012886	LS DEFERRED MAINT ASSESS	—	—	—	90,000
1021530	GOLF COURSE IRRIGATION	—	12,983	54,132	—
1021890	F&S ANNUAL MAINTENANCE	12,591	—	70,000	30,000
1022120	FLORA POOL-SAND PLAYGRND	—	—	60,000	—
1022648	F&S POOL ASSESSMENTS	—	—	—	—
1022832	BUNKER HILL IMPROVEMENTS	—	—	15,000	—
1022834	REC OPERATING SYSTEM	—	—	90,000	—
1022885	POD DOCK MAINTENANCE	—	—	—	10,000
1022887	QUALITY OF LIFE ASSESS	—	—	—	40,000
1022888	EB LYONS SLOPE STABILIZE	—	—	—	49,500
2602833	MFC SIDEWALK CONCRETE IMP	—	—	25,000	—
2602891	LOW/MOD INCOME PARKS	—	—	—	65,443
3501446	FLORA/SUTTON POOL HEATERS	13,087	—	—	—
3502883	MFC ROOFTOP EQUIPMENT	—	—	—	35,200
3502884	MFC SECURITY CAMERAS	—	—	—	35,000
3502890	MYSTIQUE SETTLING REMEDIA	—	—	—	500,000
3602742	MFC ADDITION REMODEL	34,482	1,088,678	—	—
3701527	GOLF TEE IMPROVEMENTS	—	—	—	10,000
3501058	BUNKER HILL REMODELING	—	—	—	30,000
3702001	BUNKER CART PATHS	0	0	0	10,000
3702772	SOIL TEST/WELL ABANDON	15,536	0	0	0
RECREATION DIVISION	TOTAL	75,696	1,101,662	314,132	905,143

PROGRAM/ DEPT	PROJECT DESCRIPTION	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL	PAGE
RECREATION DIVISION								
Culture and Recreation								
Swimming Pools								
	Flora and Sutton Pools Annual Maintenance	\$ 30,000	\$ 135,000	\$ —	\$ —	\$ —	\$ 165,000	66
	Flora & Sutton Filter Tank Replacement	\$ —	\$ —	\$ 200,000	\$ —	\$ —	\$ 200,000	67
	Flora - Water Playground	\$ —	\$ —	\$ —	\$ —	\$ 150,000	\$ 150,000	68
Bunker Hill Golf Course								
	Bunker Hill-Construct Cart Paths	\$ 10,000	\$ —	\$ —	\$ 10,000	\$ —	\$ 20,000	69
	Bunker Hill-Tee Improvements	\$ 10,000	\$ —	\$ 10,000	\$ —	\$ —	\$ 20,000	70
	Bunker Hill Range Project	\$ —	\$ —	\$ —	\$ 72,170	\$ —	\$ 72,170	71
	Bunker Hill-Material Storage Reno	\$ —	\$ —	\$ —	\$ —	\$ 15,000	\$ 15,000	72
	Bunker Hill- Basement/ Foundation Repair	\$ 30,000	\$ —	\$ —	\$ —	\$ —	\$ 30,000	73
Multicultural Family Center								
	MFC - Rooftop Equipment	\$ 35,200	\$ —	\$ —	\$ —	\$ —	\$ 35,200	74
	MFC - Security Cameras	\$ 35,000	\$ —	\$ —	\$ —	\$ —	\$ 35,000	75
Port of Dubuque								
	POD - Signage Replacement	\$ —	\$ —	\$ 10,000	\$ —	\$ —	\$ 10,000	76
	POD - Dock Maintenance	\$ 10,000	\$ —	\$ 10,000	\$ 10,000	\$ —	\$ 30,000	77
	POD - Welcome Sign	\$ —	\$ —	\$ —	\$ —	\$ 30,000	\$ 30,000	78
General Recreation								
	LS Facility/Deferred Maintenance Assessment	\$ 90,000	\$ —	\$ —	\$ —	\$ —	\$ 90,000	79
	Quality of Life Needs Assessment	\$ 40,000	\$ —	\$ —	\$ —	\$ —	\$ 40,000	80
	EB Lyons - Slope Stabilization	\$ 49,500	\$ —	\$ —	\$ —	\$ —	\$ 49,500	81
	Mystique Community Ice Center Settling Remediation	\$ 500,000	\$ —	\$ —	\$ —	\$ —	\$ 500,000	82
	Low/Mod Income Park Improvements	\$ 65,443	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000	83
	TOTAL	\$ 905,143	\$ 285,000	\$ 380,000	\$ 242,170	\$ 345,000	\$2,241,870	

Multicultural Family Center

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MULTICULTURAL FAMILY CENTER

Budget Highlights	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested	% Change From FY 2021 Budget
<u>Expenses</u>				
Employee Expense	230,512	279,149	354,500	27.0%
Supplies and Services	15,840	28,151	35,774	27.1%
Equipment	27	—	8,120	0.0%
Custodial	20,607	100,281	100,290	0.0%
Utilities	20,232	41,719	51,440	23.3%
Property Insurance/Maintenance	9,164	19,908	17,858	-10.3%
Total Expenses	296,382	469,208	567,982	21.1%
<u>Resources</u>				
Contribution from Board of Directors	7,847	8,596	23,717	175.9%
Miscellaneous Revenue	—	7,023	7,341	4.5%
Total Resources	7,847	15,619	31,058	98.8%
Property Tax Support	288,535	460,612	536,924	76,312
Percent Increase (Decrease)				16.6%
Personnel - Authorized FTE	4.05	4.05	5.05	

Improvement Package Summary

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This improvement request is for the creation of a full-time Teen Coordinator (GE-28A). The teen programs have been growing and which provides the best possible, high quality equitable programs and services. A crucial part to the increased success of these teen programs is the staff that coordinate them. A consistent staff presence with teens increases involvement and numbers that grows the teen programming. The goal is to reduce turnover in the seasonal positions on an annual basis so that the teens can develop a relationship with MFC staff which in turn will increase retention within the programs and strengthen engagement efforts. There are a couple concerns with a position as crucial as this only being part-time. One is that the position itself may not prove attractive to the type of qualified and dedicated staff person needed to be effective due to its part-time nature which may also create high turnover. Second, with a limited number of hours annually, the type of engagement and personal connection with the teens would be limited as much of the time would need to be used to develop and organize these programs. The most effective solution to providing in-depth relationships with teens and build trust and program expansion is to add a full-time coordinator. This supervisor would collaborate from the MFC with AmeriCorps and Recreation staff as well as community partners such as the Dream Center, Four Mounds, etc. to effectively program for and engage the teen community. This builds upon the already growing teen programming of the Multicultural Family Center. The Center staff is at capacity for programming additions without this position. The Multicultural Family Center Board has committed to assisting with funding \$15,000 each year for three years for this position. In addition they provide all funding for program Expenses this Coordinator would develop and that would in addition to the commitment to personnel costs. This request supports the City Council goals of Diverse Arts, Culture, Parks, and Recreation Experiences and Activities, Partnership for a Better Dubuque and Vibrant Community and meets equity goals of the City.

Related Cost:	\$ 68,256	Tax Funds	Recurring	Recommend - Yes
Related Cost:	\$ 1,420	Tax Funds	Non-Recurring	
Related Cost Savings:	\$ (15,810)	Tax Funds	Recurring	
Related Revenue:	\$ (15,000)	MFC Board	Recurring - 3 Years	
Net Cost:	<u>\$ 38,866</u>			
Property Tax Impact:	\$ 0.0153	0.15%		
Activity: Multicultural Family Center				

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This improvement level decision package request is for the addition of a new Arts & Culture Supervisor (GE-28A) position for the MFC. Over the past year Leisure Services Staff and Economic Development worked together to review and assess how the City can partner to assist in the implementation of the Arts and Culture Master Plan and Community Enactment Strategy. This position would coordinate with the Arts & Cultural Affairs Coordinator in the Economic Development Department. To compliment these efforts a second Arts and Culture position is proposed for Leisure Services at the MFC and would focus on the programming, events, and partnership development to expand arts and culture opportunities to the youth in our community. The potential opportunities and goals for this person would be: to provide innovative and low-cost/free arts and cultural performances and programming to inspire the community; enliven parks and public spaces through smaller arts and cultural performances and events; facilitate social connections, human development and lifeline learning through art; harness the power of partnerships through community designed projects, allying with collaborations with regional and statewide entities; the promotion of civic responsibility for the arts system just as we do with parks; to provide a diverse range of recreation and cultural arts programs that meet the leisure time needs of Dubuque residents, while promoting knowledge, personal growth, health and more; to enhance the connection between arts and culture. In addition, this position also ties in with 3 of the Leisure Services Department's Equity Plan Goals. These are: to increase access to culturally and linguistically responsive services for communities of color and refugee and immigrant communities; strengthen outreach and public engagement for communities of color and refugee and immigrant communities; and to provide equitable access to City services to all residents. This request supports the City Council goal of Diverse Arts, Culture, Parks, and Recreation Experiences and Activities, the Arts and Culture Master Plan, as well as the Leisure Services Equity Plan.

Related Cost:	\$ 68,206	Tax Funds	Recurring	Recommend - No
Related Cost:	\$ 1,270	Tax Funds	Non-Recurring	
Net Cost:	<u>\$ 69,476</u>			
Property Tax Impact:	\$ 0.0273	0.27%		
Activity: Multicultural Family Center				

3 of 3

This improvement request is for the addition of four computers to the public computer lab. The MFC renovations increased the number of computer work station areas in the public computer lab. The increases in programming and access prior to renovation increased the need for more computers for public access. The increase in specifically teen programming leads to activities such as learning to do job applications, research for weekly enrichment topics and college access and careers after high school activities. Currently four "used" computers are in the space for these four new computers to be able to complete the computer lab. The computers are also used by the community for many uses including applying for jobs, access to internet and research as well as communications with families living in other countries. The access provides an equity for those that do not have computers or internet access in their homes. This request meets the City Council goal of Robust Local Economy in the community equity area of economic well being.

Related Cost:	\$ 6,000	Tax Funds	Non-Recurring	Recommend - Yes
Net Cost:	<u>\$ 6,000</u>			
Property Tax Impact:	<u>\$ 0.0024</u>	0.02%		

Activity: Multicultural Family Center

Significant Line Items

Employee Expense

1. FY 2022 employee expense reflects a 3.0% wage package increase.
2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2021 The employee contribution of 6.29% is unchanged from FY 2021.
3. The City portion of health insurance increased from \$1,025 in FY 2021 to \$1,086 in FY 2022 per month per contract which results in an annual cost increase of \$14,504 or 6.0%.

Supplies & Services

4. Utilities expense increased from \$41,719 in FY 2021 to \$51,440 in FY 2022 based on FY 2020 actual of \$41,719 plus an increase due to building expansion and additional operating hours.
5. Property Insurance and Maintenance decreased from \$19,908 in FY 2021 to \$17,858 in FY 2022 based on FY 2020 actual of \$9,164 plus an increase due to building expansion and additional operating hours.

Machinery & Equipment

6. Equipment replacements includes (\$8,120):

Multicultural Family Center	
Smart Phones	\$ 1,200
Tablet	\$ 920
Recommended Improvement Packages	\$ 6,000
Total Equipment	<u>\$ 8,120</u>

Revenue

7. General Reimbursement Revenue includes contributions from the Multicultural Family Center Board of Directors for the STEP Coordinator in the amount of \$23,717.
8. Meeting Room Fees increased from \$7,023 in FY 2021 to \$7,341 in FY 2022 based on FY 2021 plus 5%.

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LEISURE SERVICES RECREATION DIVISION

Multicultural Family Center (MFC)

	FY 2020	FY 2021	FY 2022
Full-Time Equivalent	4.05	4.05	5.05

Mission & Services


Our mission is to empower all families and community members of Dubuque to reach their potential and build unity through diversity, equity and inclusion. The Center serves as an inviting and inclusive place to stimulate connections and foster intercultural engagement. With the expansion to the MFC's physical space, the center will emphasize serving teen-aged populations in quality out-of-school enrichment programming that includes life skill development, social and emotional learning and post secondary career exploration training.

Multicultural Family Center Funding Summary			
	FY 2020 Actual	FY 2021 Budget	FY 2022 Requested
Expenditures	\$246,379	\$307,300	\$398,394
Resources	\$7,847	\$15,619	\$31,058



Multicultural Family Center Position Summary	
	FY 2022
Multicultural Family Center Director	1.00
Multicultural Family Center Asst. Director	1.00
Recreation Field Supervisor - PT	1.22
Recreation Field Supervisor - Seasonal	0.35
Receptionist	0.48
Teen Coordinator	1.00
Total FT Equivalent Employees	5.05

Performance Measures

City Council Goal: Diverse Arts, Culture, Parks, and Recreation

Performance Measure (KPI)	Target	CY 2019 Actual	CY 2020 Actual	CY 2021 Estimated	Performance Indicator
1 Activity Objective: Showcase Dubuque's diversity through celebrations of culturally-significant days and programs featuring education, music, art, dance, and food.					
# of cultural events (# of participants)	2500	23 (2,255)	13 (1,700)	*18	

City Council Goal: Robust Local Economy

2 Activity Objective: Engage teens in the community in the Summer Teen Empowerment Program to improve skills in employment, leadership, communication and financial literacy.					
85% of teen participants in our STEP Summer Program will earn a high school credit; course title "Workforce Readiness"	85%	68% (27 teens out of 38)	*90% (19 out of 21)	*85%	
85% of participating teens will increase their understanding of how to manage their bank account and earn the savings match.	85%	76% (29 out of 38)	*76% (16 out of 21)	*85%	

*CY 20 Section 1: Multicultural Family Center (MFC) events were greatly impacted by the pandemic, greatly reducing special event programming. The summer reflects the busiest season with partnership events, all of which were cancelled into the fall and winter months.

*CY 20 Section 2: With a modified program due to COVID, STEP participants were ineligible to earn an academic credit. Students still completed expected learning goal hours, but not enough to satisfy Dubuque Community School District requirements.

*CY 20 Section 2: STEP participants are always encouraged to save their money until the end of the program with the incentive was the savings match. It was recognized this year that many families were impacted financially because of the pandemic and needed money earned in STEP. Students were provided with financial literacy training.

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Recommended Operating Revenue Budget - Department Total

29 - MULTICULTURAL FAMILY CTR

Fund	Account	Account Title	FY19 Actual Revenue	FY20 Actual Revenue	FY21 Adopted Budget	FY22 Recomm'd Budget
100	51953	MEETING ROOM FEES	279	0	7,023	7,341
51	CHARGES FOR SERVICES	- Total	279	0	7,023	7,341
100	53620	REIMBURSEMENTS-GENERAL	7,032	7,847	8,596	23,717
53	MISCELLANEOUS	- Total	7,032	7,847	8,596	23,717
MULTICULTURAL FAMILY CTR - Total			7,311	7,847	15,619	31,058

Recommended Operating Expenditure Budget - Department Total

29 - MULTICULTURAL FAMILY CTR

Fund	Account	Account Title	FY19 Actual Expense	FY20 Actual Expense	FY21 Adopted Budget	FY 22 Recomm'd Budget
100	61010	FULL-TIME EMPLOYEES	112,455	127,837	135,193	188,076
100	61020	PART-TIME EMPLOYEES	59,255	41,080	46,922	47,611
100	61030	SEASONAL EMPLOYEES	2,560	8,886	31,653	32,121
100	61080	COVID19 EMP QUARANT/TREAT	0	1,481	0	0
100	61092	VACATION PAYOFF	1,234	0	0	0
100	61310	IPERS	14,585	15,946	20,180	26,541
100	61320	SOCIAL SECURITY	12,333	12,947	16,354	20,488
100	61410	HEALTH INSURANCE	28,620	21,672	24,592	39,096
100	61415	WORKMENS' COMPENSATION	572	492	566	439
100	61416	LIFE INSURANCE	110	129	128	128
100	61417	UNEMPLOYMENT INSURANCE	0	0	3,026	0
100	61640	SAFETY EQUIPMENT	0	44	0	0
100	61660	EMPLOYEE PHYSICALS	396	0	535	0
100	61680	EMPLOYEE MOVING EXPENSE	3,030	0	0	0
61 - WAGES AND BENEFITS			235,150	230,512	279,149	354,500
100	62010	OFFICE SUPPLIES	1,111	394	2,000	2,000
100	62061	DP EQUIP. MAINT CONTRACTS	2,814	1,697	2,035	2,429
100	62090	PRINTING & BINDING	1,685	1,146	1,803	1,803
100	62110	COPYING/REPRODUCTION	224	151	224	200
100	62130	LEGAL NOTICES & ADS	3,564	2,681	0	1,400
100	62190	DUES & MEMBERSHIPS	0	120	0	125
100	62310	TRAVEL-CONFERENCES	1,853	0	5,000	6,500
100	62320	TRAVEL-CITY BUSINESS	806	0	0	0
100	62340	MILEAGE/LOCAL TRANSP	3	245	700	1,200
100	62360	EDUCATION & TRAINING	6,540	1,796	3,000	3,120
100	62421	TELEPHONE	1,406	1,374	1,406	2,030
100	62436	RENTAL OF SPACE	462	378	504	504
100	62663	SOFTWARE LICENSE EXP	39	55	41	2,555
100	62667	DATA SERVICES	362	458	738	858
100	62668	PROGRAM EQUIP/SUPPLIES	3,377	2,255	3,200	3,200
100	62717	CRIMINAL BACKGROUND CHECK	95	391	500	500
100	62761	PAY TO OTHER AGENCY	6,300	2,700	7,000	7,350
62 - SUPPLIES AND SERVICES			30,642	15,840	28,151	35,774
100	71120	PERIPHERALS, COMPUTER	0	0	0	920
100	71124	COMPUTER	0	0	0	6,000
100	72418	TELEPHONE RELATED	413	27	0	1,200
71 - EQUIPMENT			413	27	0	8,120
29 - MULTICULTURAL FAMILY CTR TOTAL			266,205	246,379	307,300	398,394

Recommended Expenditure Budget Report by Activity & Funding Source

29 - MULTICULTURAL FAMILY CTR

MULTICULTURAL FAMILY CTR - 34600

FUNDING SOURCE: GENERAL

Account	FY20 Actual Expense	FY21 Adopted Budget	FY22 Recomm'd Budget
EQUIPMENT	27	—	8,120
SUPPLIES AND SERVICES	15,840	28,151	35,774
WAGES AND BENEFITS	230,512	279,149	354,500
MULTICULTURAL FAMILY CTR	246,379	307,300	398,394
MULTICULTURAL FAMILY CTR TOTAL	\$246,379	\$307,300	\$398,394

Capital Improvement Projects by Department/Division					
Multicultural Family Center					
CIP Number	Capital Improvement Project Title	FY 19 Actual Expense	FY 20 Actual Expense	FY 21 Adopted Budget	FY 22 Recomm'd Budget
3601976	MULTICULTURAL FAMILY CTR	—	108,995	—	—
Multicultural Family Center TOTAL		0	108,995	0	0

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