

CITY OF DUBUQUE

POLICY

BUDGET

RECOMMENDED FOR FISCAL YEAR 2023

2023

VOLUME IV

MARCH 10, 2022

Parks
Multicultural Family Center
AmeriCorps
Recreation

Photo Courtesy of:
City of Dubuque Staff

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Kristin Hill

FISCAL YEAR 2023
Recommended
Policy And Narrative Budget
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March 10, 2022

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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

Parks

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PARKS DIVISION

Budget Highlights	FY 2021 Actual	FY 2022 Budget	FY 2023 Requested	% Change From FY 2022 Budget
<u>Expenses</u>				
Employee Expense	\$2,107,220	\$2,579,914	\$2,771,160	7.4 %
Supplies and Services	\$ 960,480	\$ 957,387	\$1,032,912	7.9 %
Machinery and Equipment	\$ 88,580	\$ 379,220	\$ 557,500	47.0 %
Less Recharges to Service Funds	\$ —	\$ —	\$ (119,944)	0.0 %
Debt Service	\$ 423,227	\$ 182,314	\$ 151,677	-16.8 %
Total Expenses	\$3,579,507	\$4,098,835	\$4,393,305	7.2 %
<u>Resources</u>				
Operating Revenue	\$ 363,958	\$ 313,153	\$ 336,611	7.5 %
Stormwater User Fees	\$ 90,398	\$ 140,772	\$ 158,908	12.9 %
Sales Tax for Debt Abatement	\$ 424,605	\$ 182,314	\$ 151,677	-16.8 %
Veteran's Memorial	\$ 42,974	\$ —	\$ 17,233	0.0 %
Lyons Peony Trust	\$ 1,430	\$ 2,000	\$ 2,000	0.0 %
Total Resources	\$ 923,365	\$ 638,239	\$ 666,429	4.4 %
Property Tax Support	\$2,656,142	\$3,460,596	\$3,726,876	\$ 266,280
Percent Increase (Decrease)				7.69 %
Percent Self Supporting	25.80 %	15.57 %	15.17 %	
Personnel - Authorized FTE	37.01	37.54	38.39	

Improvement Package Summary

1 of 8

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. This funding would 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	0.17%		
Activity: Parks Area and Maintenance				

2 of 8

This improvement request is for installation of a sidewalk along Miracle League drive that would connect with the existing sidewalk in Veterans Memorial Park. Usage of Veterans Memorial Park has seen a huge increase since the installation of the Miracle League Complex. Currently citizens must walk down the street to enter the park once they are near the entrance gates. This creates a safety issue for pedestrians and vehicles. This improvement request supports the City Council goal of Connected Community: Equitable Transportation, Technology Infrastructure and Mobility by providing safe ADA accessible pedestrian access to Veterans Memorial Park.

Related Cost:	<u>\$ 29,000</u>	Tax Funds	Non-Recurring	Recommend - Yes
Property Tax Impact:	\$ 0.0114	0.12%		
Activity: Park Areas & Maintenance				

3 of 8

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. There is funding in FY22 to create a natural resources management plan and this funding would allow implementation of the plan once completed. 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				

4 of 8

This improvement request is 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 recycling. 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:	<u>\$10,000</u>	Tax Funds	Recurring	Recommend - Yes
Property Tax Impact:	\$ 0.004	0.04%		
Activity: Park Areas & Maintenance				

5 of 8

This improvement request is 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				

6 of 8

This improvement level request provides for installing four 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 four 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 four 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:	\$ 25,000	Tax Funds	Non-Recurring	Recommend - Yes
Related Cost Savings:	\$ 2,000	Tax Funds	Recurring	
Net Cost:	<u>\$ 23,000</u>			
Property Tax Impact:	\$ 0.009	0.09%		
Activity: Park Areas & Maintenance				

7 of 8

This improvement request is for a mural to be installed on the end of the pole building next to the All Veterans Memorial on Chaplain Schmitt Island. The All Veterans Memorial has become a destination for visitors. The pole building is located closest to the Tri-State Vietnam Veterans Memorial area. The end of the building provides a blank canvas for a mural that could be installed to continue the theme of the memorial area. The City Council identified Chaplain Schmitt Island Master Plan: Implementation as a City Council Policy Top Priority. This improvement request supports the City Council Goal of Diverse Arts, Culture, Parks and Recreation: Experiences and Activities.

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

8 of 8

This improvement request is for City's share for the trails plan update. The Tri-State Trail Vision Plan was completed in 2008 and has not been updated since that time. Numerous trails and projects have been undertaken since that time. The Imagine Dubuque Plan calls for action to link neighborhoods via trails and open spaces and provide recreational opportunities for all. ECIA will be the consultant leading the planning effort in FY 23. The plan will be paid for by DMATS, Dubuque County, Asbury and the City as primary funders. This planning will assist the City in being grant ready for infrastructure funding. This improvement request supports the City Council Goal of Connected Community: Have well maintained, improved transportation systems- vehicles, roadways, sidewalks and trails.

Related Cost:	\$ 5,000	Tax Funds	Non-Recurring	Recommend - Yes
Property Tax Impact:	\$ 0.002	0.02%		
Activity: Administration				

Significant Line Items

Employee Expense

1. FY 2023 employee expense reflects a 3.25% wage package increase.
2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2022 The employee contribution of 6.29% is unchanged from FY 2022.
3. The City portion of health insurance expense increased from \$1,086 in FY 2022 to \$1,119 in FY 2023 per month per contract which results in an annual cost increase of \$20,336 or 3.00%.
4. Five-Year Retiree Sick leave payout decreased from \$16,345 in FY 2022 to \$7,038 in FY 2023.
5. Overtime expense is unchanged from \$21,936 in FY 2022 to \$21,936 in FY 2023. FY 2021 actual was \$37,426.
6. Workers Compensation increased from \$65,271 in FY 2022 to \$70,853 in FY 2023. FY 2021 actual was \$61,507.
7. The Fiscal Year 2023 budget includes the following change in the funding allocation of positions:
 - a. 0.15 FTE of the Leisure Services Manager position were reallocated from Parks to the Grand River Conference Center to better represent the time spent.
 - b. Addition of 1 FTE Project and Facilities Manager (GE-40) which resulted in an increase of \$35,732 for recurring costs for the year, plus \$5,676 for the initial purchase of a tablet, computer and software and smart phone..

Supplies & Services

8. Pay to Other Agency is unchanged from \$50,000 in FY 2022 to \$50,000 in FY 2023. This line item represents part-time staffing and utilities expenses for the EB Lyons Interpretive Center.
9. General Liability Insurance increased from \$27,303 in FY 2022 to \$35,232 in FY 2023 based on based on FY 2022 actual plus 12%.
10. Electric Utility Expense decreased from \$117,494 in FY 2022 to \$106,263 in FY 2023 based on FY 2019 actual of \$106,264.
11. Machinery/Equipment Maintenance increased from \$41,866 in FY 2022 to \$44,908 in FY 2023 based on FY 2021 actual.
12. Property Maintenance decreased from \$183,596 in FY 2022 to \$169,504 in FY 2023. Park Maintenance decreased \$15,000 due to a non-recurring improvement package in FY 2022 for pet amenities (-\$15,000).
13. Motor Vehicle Maintenance decreased from \$18,407 in FY 2022 to \$16,933 in FY 2023 based FY 2021 actual \$16,522 plus 2%.
14. Motor Vehicle Fuel Expense is increased from \$48,192 in FY 2022 to \$52,718 in FY 2023 based on FY 2022 budget plus 9%.
15. Landscape, Fertilizer and Plants increased from \$84,454 in FY 2022 to \$84,921 in FY 2023 based on FY 2022 budget.

16. Tree Maintenance is unchanged from \$59,500 in FY 2022 to \$59,500 in FY 2023. FY 2021 Actual was \$112,633. 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).
17. Contractor Services increased from \$34,067 in FY 2022 to \$70,085 in FY 2023. FY 2021 Actual was \$20,803. This line item includes playground mulch installation, roundabout maintenance, and Bee Branch hanging baskets.
18. Lawn Care Services is increased from \$64,604 in FY 2022 to \$64,669 based on FY 2022 budget. FY 2021 Actual was \$75,101. This line item is for contracted lawn care for smaller parks.
19. Property Insurance increased from \$25,283 in FY 2022 to \$32,265 in FY 2023 based on FY 2022 actual plus 9.5%. FY 2021 Actual was \$24,595.
20. Equipment Maintenance Contracts decreased from \$21,862 in FY 2022 to \$21,773 in FY 2023 based on FY 2021 Actual.

Machinery & Equipment

21. Equipment replacement items are requested for \$557,500 for:

<u>Parks Machinery and Equipment Replacements</u>	
<u>Forestry</u>	
Chain Saws	\$ 900
Log Loader Truck	\$220,000
<u>Park Areas & Maintenance</u>	
Trailer	\$ 8,000
Salt Spreaders (3)	\$ 3,000
Mowers (6)	\$148,100
Tow Behind Debris Blower	\$ 7,100
Pickup with Lift Gate	\$ 42,000
Pickup with Plow	\$ 47,000
Line Trimmers	\$ 1,200
Picnic Tables (70)	\$ 7,000
20-Inch Snow Blower (3)	\$ 2,400
Fireplace Grills (15)	\$ 3,750
Smart Phone (3), Shoretel Desktop Phone (1)	\$ 350
<u>Greenhouse</u>	
Trimmers	\$ 500
<u>Bee Branch Maintenance</u>	
Air Compressor	\$ —
21" Mower	\$ 700
Line Trimmer	\$ —
Saws	\$ —
Leaf Blower	\$ —
Gator	\$ 17,500
<u>Annual Projects</u>	
Tree Plantings	\$ 25,000

Parks Machinery and Equipment Replacements

Recommended Improvement Packages	\$ 23,000
Total Equipment Replacements	<u>\$557,500</u>

Debt Service

22. FY 2023 Annual Debt Service Payments are as follows (\$151,677):

Amount	Debt Series	Source	Purpose	Final Payment Year	Call Date
\$ 5,997	2017A G.O.	Sales Tax 20%	Park Improvements	2030	2025
\$ 5,328	2019C G.O.	Sales Tax 20%	Park Improvements	2027	2026
\$ 22,644	2021A G.O.	General Fund	Park Improvements	2041	2028
\$ 9,245	2021A G.O.	Sales Tax 20%	Park Improvements	2041	2028
\$ 7,833	2021A G.O.	Sales Tax 20%	Park Improvements	2041	2028
\$ 14,059	2016C G.O.	Sales Tax 20%	Ham House Improv.	2036	2024
\$ 86,571	2019B G.O.	Sales Tax 20%	Skate Park	2039	2039
\$ 151,677	Total Park Annual Debt Service				

Revenue

23. Property Lease for rental of land at Murphy Park for a cell phone tower increased from \$24,288 in FY 2022 to \$24,563 in FY 2023 based on a 1% increase over FY 2022 per the lease agreement.
24. Camping Fees increased from \$63,983 in FY 2022 to \$83,285 in FY 2023 based on a five year average of FY 2021, FY 2019, FY 2018, FY 2017, and FY 2016. FY 2020 actual was impacted by the pandemic and was not used in the calculation. FY 2021 revenue was \$139,763.
25. Park Entrance Fees increased from \$35,984 in FY 2022 to \$37,605 in FY 2023 based on a five year average of FY 2021, FY 2019, FY 2018, FY 2017, and FY 2016. FY 2020 actual was impacted by the pandemic and was not used in the calculation. FY 2021 actual was \$34,596.
26. Pavilion Fees increased from \$64,509 in FY 2022 to \$67,579 in FY 2023 based on a five year average of FY 2021, FY 2019, FY 2018, FY 2017, and FY 2016. FY 2020 actual was impacted by the pandemic and was not used in the calculation. FY 2021 revenue was \$70,848.
27. Private Participant increased from \$78,118 in FY 2022 to \$108,434 in FY 2023. This line item includes the following:

	FY 2022	FY 2023	Change
Downtown Maintenance	\$ 9,681	\$ 10,166	\$ 485
Technology Park	\$ 22,055	\$ 23,051	\$ 996
Dubuque Industrial Center West	\$ 14,184	\$ 19,009	\$ 4,825
Chaplain Schmitt Island	\$ 23,498	\$ 23,498	\$ —
Veterans Memorial Pavers	\$ 8,700	\$ 32,710	\$ 24,010
Total Private Participant Revenue	\$ 78,118	\$ 108,434	\$ 30,316

Downtown Maintenance private participant represents payment from 8th Street and Main Street businesses for snow removal costs. Technology Park and Dubuque Industrial Center West private participant represents

the maintenance that is billed to the businesses. This is calculated by taking the previous Fiscal Year's expenses times the percentage of land. Estimated FY 2022 expense is \$129,301. Chaplain Schmitt Island private represents payments from Dubuque Racing Association for maintenance of the Chaplain Schmitt pond project. Veterans Memorial Pavers private participant represents purchases of memorial pavers at All Veterans Memorial on Chaplain Schmitt Island.

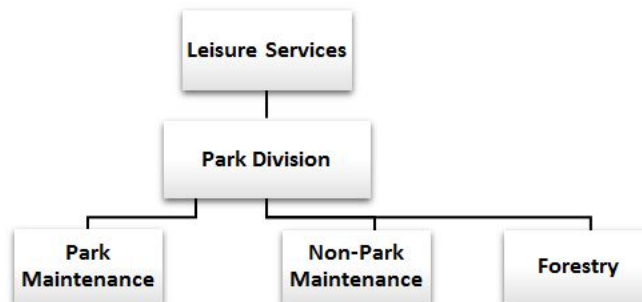
Miscellaneous

28. The Park Division budget for FY 2023 is 15.17% self-supporting versus 15.57% self-supporting in FY 2022.

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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.



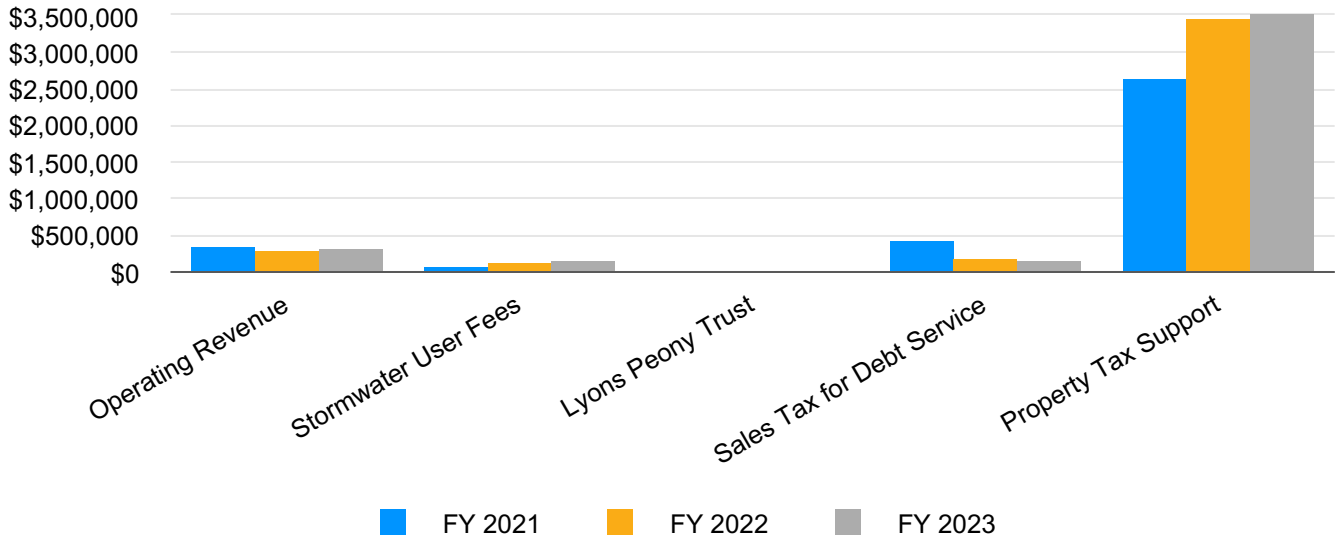
PARTNERSHIPS

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

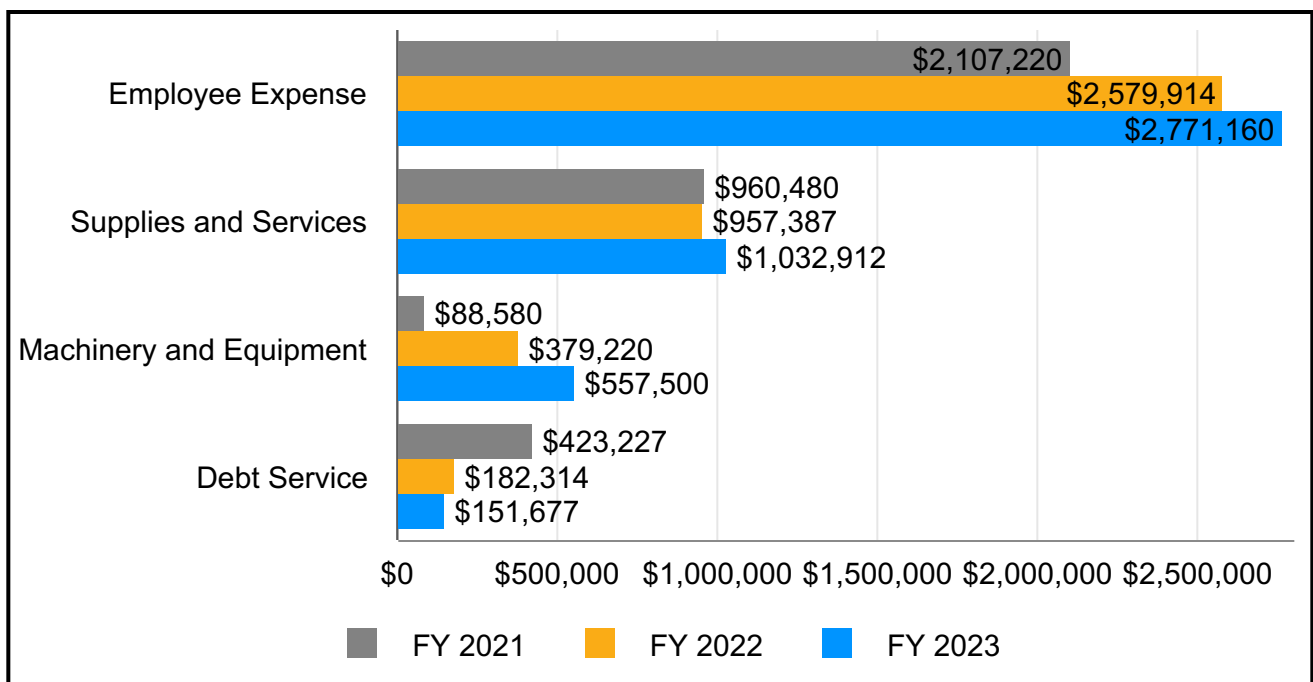
	FY 2021	FY 2022	FY 2023
Full-Time Equivalent	37.01	37.54	38.39

Resources and Property Tax Support



The Park Division is supported by 38.39 full-time equivalent employees, which accounts for 63.08% of the department expense as seen below. Overall, the departments' expenses are expected to increase by 7.18% in FY 2023 compared to FY 2022.

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 2021 Actual	FY 2022 Budget	FY 2023 Requested
Expenditures	\$1,938,907	2,448,734	2,568,562
Resources	\$326,472	234,282	256,487

Park Maintenance Position Summary	
	FY 2023
Foreman	2.00
Leisure Services Manager	0.37
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 Administrative Assistant	0.40
Clerical Assistant	0.10
Maintenance Worker	7.82
Truck Driver	0.60
Laborer II - Stormwater	—
Laborer II	3.90
Laborer I - Stormwater	1.66
Laborer I	1.28
Total FT Equivalent Employees	21.57

Performance Measures

City Council Goal: Financially Responsible, High-Performance Organization

	Performance Measure (KPI)	Target	FY 2020 Actual	FY 2021 Actual	FY 2022 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	54	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 2021 Actual	FY 2022 Budget	FY 2023 Requested
Expenditures	\$728,283	\$926,771	\$966,451
Resources	\$36,269	\$50,495	\$55,226

Non-Park Maintenance Position Summary	
	FY 2023
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 2020 Actual	FY 2021 Actual	FY 2022 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	12	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	27.9	27.9	29.5	

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 2021 Actual	FY 2022 Budget	FY 2023 Requested
Expenditures	\$439,543	\$518,317	\$663,474
Resources	\$1,216	\$1,600	\$1,400

Forestry Position Summary	
	FY 2023
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 2020 Actual	FY 2021 Actual	FY 2022 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%	17%	14%	
	City owned ash trees removed	1350 (cumulative)	569	902	1350	

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	FY20 Actual Revenue	FY21 Actual Revenue	FY22 Adopted Budget	FY23 Recomm'd Budget
293	43110	INVESTMENT EARNINGS	2,812	1,099	2,812	1,099
500	43110	INVESTMENT EARNINGS	5,788	5,079	5,788	5,079
100	43230	LEASE, PROPERTY	23,153	23,848	24,288	24,563
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	9,600	9,600	9,600	9,600
100	43243	CAMPING FEES	33,108	139,763	63,983	83,285
100	43244	LEASE, DUB.ARBORETUM	1	0	1	1
100	43245	LEASE, FOUR MOUNDS	1	1	1	1
100	43247	LEASE, CHILDREN'S ZOO	1	0	1	1
100	43248	LEASE,TRI-STATE MODEL AIR	300	300	300	300
100	43251	RENTS & CONCESSIONS	244	0	244	244
100	43252	VIEWING TOWER COMMISSION	1,106	995	1,226	1,106
100	43300	DBQ GIRL IND LEAGUE LEASE	1	0	1	1
100	43301	HILLCREST PARKING LEASE	1	1	0	0
100	43325	LEASE, OTHER	21,305	21,305	21,306	21,306
100	43326	DBQ COMM ICE & REC CENTER	1	0	1	0
43	USE OF MONEY AND PROPERTY - Total		97,967	202,535	130,098	147,132
100	51956	PAVILION FEES	51,049	70,848	64,509	67,579
100	51957	PARK ENTRANCE FEES	21,545	34,596	35,984	37,605
100	51958	PARK SEASON PASSES	779	8,902	4,291	5,169
100	51974	PET PARK FEES	917	1,635	1,660	1,510
51	CHARGES FOR SERVICES - Total		74,290	115,981	106,444	111,863
100	53102	PRIVATE PARTICIPANT	35,953	34,698	69,418	75,724
293	53102	PRIVATE PARTICIPANT	8,700	32,710	8,700	32,710
100	53201	REFUNDS	347	0	0	0
800	53530	SPECIALIZED SERVICES	0	0	0	119,944
100	53605	MISCELLANEOUS REVENUE	7,176	7,437	5,575	4,000
100	53610	INSURANCE CLAIMS	0	1,996	0	0
100	53615	DAMAGE CLAIMS	6,108	915	1,000	1,000
100	53620	REIMBURSEMENTS-GENERAL	5,410	6,172	8,618	2,670
53	MISCELLANEOUS - Total		63,693	83,929	93,311	236,048
100	54109	SALVAGE SALES	600	400	600	400
400	54210	GO BOND PROCEEDS	50,714	226,362	0	0
400	54220	BOND DISCOUNT	2,297	13,263	0	0
54	OTHER FINANCING SOURCES - Total		53,611	240,025	600	400
400	59100	FR GENERAL	24,004	23,560	23,116	22,644
400	59350	FR SALES TAX CONSTRUCTION	124,229	161,419	159,198	129,033
59	TRANSFER IN AND INTERNAL - Total		148,233	184,979	182,314	151,677
PARK DIVISION - Total			437,795	827,450	512,767	647,120

Recommended Operating Expenditure Budget - Department Total

30 - PARK DIVISION

Fund	Account	Account Title	FY20 Actual Expense	FY21 Actual Expense	FY22 Adopted Budget	FY 23 Recomm'd Budget
100	61010	FULL-TIME EMPLOYEES	1,172,274	1,227,656	1,358,038	1,383,373
620	61010	FULL-TIME EMPLOYEES	23,140	24,303	25,105	25,923
800	61010	FULL-TIME EMPLOYEES	0	0	0	90,934
100	61020	PART-TIME EMPLOYEES	32,064	0	44,867	46,320
100	61030	SEASONAL EMPLOYEES	170,591	169,093	327,897	374,055
620	61030	SEASONAL EMPLOYEES	15,789	6,365	40,138	47,971
100	61050	OVERTIME PAY	38,345	37,426	21,936	21,936
620	61050	OVERTIME PAY	128	0	0	0
100	61071	HOLIDAY PAY-OVERTIME	3,221	1,406	1,854	1,854
620	61071	HOLIDAY PAY-OVERTIME	183	0	0	0
100	61080	COVID19 EMP QUARANT/TREAT	0	401	0	0
100	61081	COVID19 SCHOOL/DAYCARE CL	9,396	0	0	0
620	61081	COVID19 SCHOOL/DAYCARE CL	1,027	0	0	0
100	61083	COVID19 EMP NON-WORK	28,967	0	0	0
100	61085	SELF QUARANTINE HEALTH	1,665	1,826	0	0
100	61087	CARETAKER FOR 1 OR 2	1,513	2,169	0	0
100	61091	SICK LEAVE PAYOFF	18,897	17,320	16,345	7,038
100	61092	VACATION PAYOFF	1,604	1,526	0	0
100	61310	IPERS	134,357	131,481	165,633	172,521
620	61310	IPERS	3,801	2,895	6,159	6,976
800	61310	IPERS	0	0	0	8,584
100	61320	SOCIAL SECURITY	107,033	106,203	135,471	140,351
620	61320	SOCIAL SECURITY	2,960	2,226	4,991	5,653
800	61320	SOCIAL SECURITY	0	0	0	6,957
100	61410	HEALTH INSURANCE	242,513	284,284	292,317	299,074
620	61410	HEALTH INSURANCE	4,335	4,918	5,213	5,369
800	61410	HEALTH INSURANCE	0	0	0	13,423
100	61415	WORKMENS' COMPENSATION	57,126	60,338	64,157	69,078
620	61415	WORKMENS' COMPENSATION	1,156	1,169	1,114	1,775
100	61416	LIFE INSURANCE	892	905	1,282	1,006
620	61416	LIFE INSURANCE	16	16	22	18
800	61416	LIFE INSURANCE	0	0	0	46
100	61417	UNEMPLOYMENT INSURANCE	50,419	13,854	58,720	32,137
620	61417	UNEMPLOYMENT INSURANCE	3,596	544	3,005	2,070
100	61640	SAFETY EQUIPMENT	1,919	2,066	3,200	3,200
620	61640	SAFETY EQUIPMENT	54	0	200	200
100	61645	TOOL ALLOWANCE	200	200	200	200
100	61650	MEAL ALLOWANCE	708	322	250	255
620	61650	MEAL ALLOWANCE	0	2	0	0
100	61660	EMPLOYEE PHYSICALS	395	2,805	1,600	2,663
620	61660	EMPLOYEE PHYSICALS	0	0	200	200
100	61680	EMPLOYEE MOVING EXPENSE	0	3,500	0	0
61 - WAGES AND BENEFITS			2,130,285	2,107,220	2,579,914	2,771,160
100	62010	OFFICE SUPPLIES	2,798	2,299	2,952	2,521
100	62011	UNIFORM PURCHASES	9,845	4,090	9,600	9,300
620	62011	UNIFORM PURCHASES	55	35	150	150
100	62030	POSTAGE AND SHIPPING	354	479	522	522
100	62032	FLAGS	12,768	8,738	13,023	13,000
620	62032	FLAGS	1,346	1,211	600	600
100	62033	HAND TOOLS/EQUIPMENT	9,349	9,430	8,500	8,500

Recommended Operating Expenditure Budget - Department Total

30 - PARK DIVISION

Fund	Account	Account Title	FY20 Actual Expense	FY21 Actual Expense	FY22 Adopted Budget	FY 23 Recomm'd Budget
620	62033	HAND TOOLS/EQUIPMENT	134	247	250	250
100	62034	REPAIR PARTS/SUPPLIES	7,654	6,313	8,331	6,695
293	62037	PAVERS VETERNS	0	40,152	0	17,233
100	62061	DP EQUIP. MAINT CONTRACTS	8,824	12,633	16,163	18,672
100	62062	JANITORIAL SUPPLIES	13,729	17,818	13,994	18,174
100	62063	SAFETY RELATED SUPPLIES	978	1,624	998	1,657
620	62063	SAFETY RELATED SUPPLIES	0	454	250	250
100	62064	ELECTRICAL SUPPLIES	2,841	4,832	4,611	4,808
620	62064	ELECTRICAL SUPPLIES	0	0	70	0
100	62090	PRINTING & BINDING	907	549	1,178	1,178
100	62110	COPYING/REPRODUCTION	692	592	688	572
100	62130	LEGAL NOTICES & ADS	509	565	509	565
100	62140	PROMOTION	1,273	250	2,400	2,400
100	62170	SUBSCRIPTIONS-BOOKS-MAPS	29	18	154	154
100	62190	DUES & MEMBERSHIPS	699	640	820	820
100	62204	REFUNDS	14,499	8,014	0	0
100	62206	PROPERTY INSURANCE	28,013	24,304	24,968	31,920
620	62206	PROPERTY INSURANCE	265	291	315	345
100	62208	GENERAL LIABILITY INSURAN	28,076	25,907	27,303	35,232
100	62240	MISCELLANEOUS	440	0	0	0
100	62310	TRAVEL-CONFERENCES	1,583	295	2,985	2,985
100	62320	TRAVEL-CITY BUSINESS	132	0	368	383
100	62340	MILEAGE/LOCAL TRANSP	892	759	1,200	1,200
100	62360	EDUCATION & TRAINING	4,235	2,262	9,230	9,230
100	62411	UTILITY EXP-ELECTRICITY	94,470	96,591	99,193	90,810
620	62411	UTILITY EXP-ELECTRICITY	17,430	18,420	18,301	15,453
100	62412	UTILITY EXP-GAS	14,970	15,073	14,970	18,370
100	62415	UTILITY EXPENSE STORMWATR	74	6,447	79	6,992
620	62415	UTILITY EXPENSE STORMWATR	0	16	0	17
100	62418	UTILITY EXP-REFUSE	485	516	672	623
100	62421	TELEPHONE	7,411	7,036	7,372	6,970
100	62431	PROPERTY MAINTENANCE	139,222	145,922	180,596	166,504
293	62431	PROPERTY MAINTENANCE	492	0	0	0
620	62431	PROPERTY MAINTENANCE	4,486	1,668	3,000	3,000
100	62436	RENTAL OF SPACE	440	0	440	440
100	62511	FUEL, MOTOR VEHICLE	46,351	40,393	44,577	48,741
620	62511	FUEL, MOTOR VEHICLE	2,352	3,615	3,615	3,977
100	62521	MOTOR VEHICLE MAINT.	14,197	16,522	17,907	16,433
620	62521	MOTOR VEHICLE MAINT.	228	0	500	500
100	62522	VEHICLE MAINT., ACCIDENT	0	4,221	0	0
100	62528	MOTOR VEH. MAINT. OUTSOUR	9,238	3,461	1,055	2,592
100	62611	MACH/EQUIP MAINTENANCE	50,281	43,918	40,866	43,908
620	62611	MACH/EQUIP MAINTENANCE	1,059	984	1,000	1,000
100	62614	EQUIP MAINT CONTRACT	20,708	21,617	21,659	21,618
620	62614	EQUIP MAINT CONTRACT	203	155	203	155
100	62615	MACH/EQUIP MAINT. OUTSOUR	395	0	0	0
100	62627	CAMERA MAINTENANCE	576	0	576	576
100	62635	TURF CHEMICALS	2,569	2,348	2,290	2,884
620	62635	TURF CHEMICALS	45	572	500	500
100	62636	DE-ICING PRODUCTS	5,320	2,499	9,000	8,500

Recommended Operating Expenditure Budget - Department Total

30 - PARK DIVISION

Fund	Account	Account Title	FY20 Actual Expense	FY21 Actual Expense	FY22 Adopted Budget	FY 23 Recomm'd Budget
620	62636	DE-ICING PRODUCTS	880	0	1,500	1,500
100	62637	LANDSCAPE/FERT/PLANTS	98,706	87,536	79,150	79,150
500	62637	LANDSCAPE/FERT/PLANTS	0	1,430	2,000	2,000
620	62637	LANDSCAPE/FERT/PLANTS	3,812	5,087	3,304	3,771
100	62663	SOFTWARE LICENSE EXP	580	5,012	1,386	2,155
100	62664	LICENSE/PERMIT FEES	124	679	124	124
100	62666	CREDIT CARD CHARGE	6,101	14,215	6,101	8,632
100	62667	DATA SERVICES	7,117	7,253	5,166	5,117
100	62671	MISC. OPERATING SUPPLIES	0	16	0	0
100	62685	SIGN SUPPLIES	4,170	6,249	2,000	2,000
100	62692	LANDFILL FEES	2,837	4,983	3,635	4,983
100	62710	CONTRACTOR SERVICES	8,048	9,745	18,000	57,000
620	62710	CONTRACTOR SERVICES	15,678	11,058	16,067	13,085
100	62712	CONSULTING ENGINEERS	2,692	4,433	0	0
400	62713	LEGAL SERVICES	112	0	0	0
100	62716	CONSULTANT SERVICES	0	0	0	5,000
100	62720	TREE MAINTENANCE	118,935	112,633	59,500	59,500
400	62721	FINANCIAL CONSULTANT	0	408	0	0
400	62731	MISCELLANEOUS SERVICES	309	600	0	0
100	62732	TEMP HELP/CONTRACT SERV.	225	400	600	600
100	62738	CAMPGROUND MANAGEMENT	4,868	3,650	6,500	6,500
100	62743	CT PEOPLE W/DISABILITIES	0	0	3,350	3,350
100	62747	MACH/EQUIPMENT RENTAL	13,147	3,197	13,897	13,897
100	62761	PAY TO OTHER AGENCY	0	0	50,000	50,000
100	62781	LAWN CARE SERVICES	80,314	75,101	64,604	64,669
62 - SUPPLIES AND SERVICES			954,574	960,480	957,387	1,032,912
400	62724	BOND PAYING AGENT FEE	24	28	0	0
627 - CONTRACTUAL SERVICES			24	28	0	0
100	71120	PERIPHERALS, COMPUTER	3,157	745	0	0
100	71124	COMPUTER	2,020	0	0	0
100	71310	AUTO/JEEP REPLACEMENT	31,184	0	0	0
100	71312	VAN/PICKUP/WAG REPL	0	0	0	89,000
100	71313	TRACTOR-REPLACEMENT	100,910	0	0	0
100	71314	TRUCK-REPLACEMENT	0	0	185,000	0
620	71314	TRUCK-REPLACEMENT	44,173	4,144	0	0
100	71318	HEAVY EQUIP-REPLACEMENT	40,560	0	0	0
100	71328	TRAILERS	0	0	8,000	8,000
100	71405	SWITCH	4,510	0	0	0
100	71415	SAWS	0	0	1,700	900
100	71418	SALT SPREADERS	0	0	0	3,000
100	71512	COMPRESSORS	0	0	20,000	0
620	71512	COMPRESSORS	0	0	5,000	0
100	71522	TRUCKSTER	14,418	0	0	0
620	71522	TRUCKSTER	0	0	0	17,500
100	71535	VEHICLE HOIST	6,880	0	0	0
100	71550	MISCELLANEOUS EQUIPMENT	0	0	0	23,000
100	71611	MOWING EQUIPMENT	17,400	56,847	108,000	148,100
620	71611	MOWING EQUIPMENT	22,936	0	0	700
100	71613	TRIMMERS	895	696	1,200	1,700
100	71614	TREE MAINT EQUIPMENT	0	0	0	220,000

Recommended Operating Expenditure Budget - Department Total

30 - PARK DIVISION

Fund	Account	Account Title	FY20 Actual Expense	FY21 Actual Expense	FY22 Adopted Budget	FY 23 Recomm'd Budget
100	71615	LEAF BLOWER	0	440	1,550	0
620	71615	LEAF BLOWER	220	0	0	0
100	71616	SNOW BLOWER	629	0	0	2,400
100	71619	OTHER MAINT. EQUIPMENT	0	0	0	7,100
100	72213	BODY ARMOR	0	0	650	0
100	72417	CAMERA RELATED EQUIPMENT	0	0	2,000	0
100	72418	TELEPHONE RELATED	229	20	2,870	350
100	72710	PICNIC TABLES	5,989	9,090	7,000	7,000
100	72711	FIRE PLACES	7,832	3,318	3,750	3,750
620	72821	RECEPTACLES, TRASH	2,475	0	0	0
71 - EQUIPMENT			306,416	75,300	346,720	532,500
100	72714	DRINKING FOUNTAINS	7,155	8,490	7,500	0
72 - EQUIPMENT			7,155	8,490	7,500	0
293	73211	CONST.CONTR-NOT BLDG	1,538	2,822	0	0
100	73311	TREE PLANTING	3,300	1,968	25,000	25,000
73 - CIP EXPENDITURES			4,838	4,790	25,000	25,000
400	74111	PRINCIPAL PAYMENT	205,159	391,254	154,706	130,236
400	74112	INTEREST PAYMENT	34,973	31,973	27,608	21,441
74 - DEBT SERVICE			240,132	423,227	182,314	151,677
30 - PARK DIVISION TOTAL			3,643,424	3,579,536	4,098,835	4,513,249

Recommended Expenditure Budget Report by Activity & Funding Source

30 - PARK DIVISION

PARK ADMINISTRATION - 30100

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	745	910	—
SUPPLIES AND SERVICES	28,502	35,351	41,974
WAGES AND BENEFITS	326,935	321,822	428,405
PARK ADMINISTRATION	356,182	358,083	470,379
FORESTRY	- 30220		

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
CIP EXPENDITURES	1,968	25,000	25,000
EQUIPMENT	—	81,700	220,900
SUPPLIES AND SERVICES	139,456	89,806	90,972
WAGES AND BENEFITS	298,119	321,811	326,602
FORESTRY	439,543	518,317	663,474
PARK PATROL	- 30300		

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	—	3,350	—
SUPPLIES AND SERVICES	8,352	9,280	10,230
WAGES AND BENEFITS	66,362	74,218	76,375
PARK PATROL	74,714	86,848	86,605
PARK AREAS & MAINTENANCE - 30400			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	78,901	263,260	292,900
SUPPLIES AND SERVICES	497,199	547,326	592,890
WAGES AND BENEFITS	841,513	1,052,445	1,086,824
PARK AREAS & MAINTENANCE	1,417,613	1,863,031	1,972,614
SUPPLIES AND SERVICES	—	—	—
VETERANS MEMORIAL MTCE	—	—	—
VETERANS MEMORIAL - 30405			

FUNDING SOURCE: VETERANS MEMORIAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
CIP EXPENDITURES	2,822	—	—
SUPPLIES AND SERVICES	40,152	—	17,233
VETERANS MEMORIAL PAVERS	42,974	—	17,233
PORT OF DBQ MAINTENANCE - 30415			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	4,127	8,972	8,622
WAGES AND BENEFITS	20,787	29,222	30,895

Recommended Expenditure Budget Report by Activity & Funding Source

30 - PARK DIVISION

PORT OF DBQ MAINTENANCE	24,914	38,194	39,517
PARK EQUIPMENT MAINT. - 30420			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	—	—	—
SUPPLIES AND SERVICES	95,069	92,754	100,285
WAGES AND BENEFITS	123,242	129,343	133,645
PARK EQUIPMENT MAINT.	218,311	222,097	233,930
DOWNTOWN MAINTENANCE - 30430			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	—	—	—
SUPPLIES AND SERVICES	9,640	14,382	14,790
WAGES AND BENEFITS	36,848	91,846	94,853
DOWNTOWN MAINTENANCE	46,488	106,228	109,643
STORM AREA MAINTENANCE - 30440			

FUNDING SOURCE: STORM WATER OPERATION

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	4,144	5,000	18,200
SUPPLIES AND SERVICES	43,813	49,625	44,553
WAGES AND BENEFITS	42,440	86,147	96,155
STORM AREA MAINTENANCE	90,398	140,772	158,908
GREENHOUSE - 30500			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	—	—	500
SUPPLIES AND SERVICES	75,391	85,277	86,920
WAGES AND BENEFITS	257,994	345,674	361,269
GREENHOUSE	333,386	430,951	448,689
TECHNOLOGY PARK MAINT. - 30520			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	2,143	7,083	6,756
WAGES AND BENEFITS	46,348	49,926	52,113
TECHNOLOGY PARK MAINT.	48,491	57,009	58,869
IND. CENTER WEST MAINT. - 30530			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	13,209	11,281	11,437
WAGES AND BENEFITS	43,483	61,011	64,366

Recommended Expenditure Budget Report by Activity & Funding Source

30 - PARK DIVISION

IND. CENTER WEST MAINT.	56,692	72,292	75,803
CHAPLAIN SCHMITT ISLAND - 30540			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	971	4,250	4,250
WAGES AND BENEFITS	3,149	16,449	19,658
CHAPLAIN SCHMITT ISLAND	4,120	20,699	23,908
LYONS PEONY TRUST - 30590			

FUNDING SOURCE: LYONS PEONY TRUST

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	1,430	2,000	2,000
LYONS PEONY TRUST	1,430	2,000	2,000
PARK DEBT SERVICE - 30600			

FUNDING SOURCE: DEBT SERVICE

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
CONTRACTUAL SERVICES	28	—	—
DEBT SERVICE	423,227	182,314	151,677
SUPPLIES AND SERVICES	1,009	—	—
PARK DEBT SERVICE	424,264	182,314	151,677
PARK DIVISION TOTAL	\$3,579,536	\$4,098,835	\$4,513,249

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

FD	JC	WP-GR	JOB CLASS	FY 2021		FY 2022		FY 2023	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
61010 Full Time Employee Expense									
100	3375	GE-44	LEISURE SERVICES MANAGER	0.52	\$ 67,744	0.52	\$ 72,249	0.37	\$ 53,640
100	3150	GE-36	PARK DIVISION MANAGER	1.00	\$ 89,269	1.00	\$ 90,577	1.00	\$ 93,529
800		GE-40	PROJECT MANAGER	—	\$ —	—	\$ —	1.00	\$ 90,934
100	200	GE-28	LEAD SECRETARY	0.40	\$ 17,978	0.40	\$ 19,264	0.40	\$ 22,616
100		GE-25	ACCOUNT CLERK CONFIDENT	1.00	\$ 50,028	1.00	\$ 50,752	1.00	\$ 52,392
100	1575	GD-11	URBAN FORESTER	1.00	\$ 63,513	1.00	\$ 64,610	1.00	\$ 66,715
100	2655	GD-11	FOREMAN	2.00	\$ 126,422	2.00	\$ 128,604	2.00	\$ 131,524
100		GD-11	NATURAL AREAS & SUSTAINABLE SPEC	0.60	\$ 36,994	0.60	\$ 36,492	0.60	\$ 38,884
620		GD-11	NATURAL AREAS & SUSTAINABLE SPEC STORM	0.40	\$ 24,662	0.40	\$ 25,105	0.40	\$ 25,923
100	2525	GD-10	MECHANIC	1.46	\$ 87,849	1.46	\$ 90,932	1.46	\$ 93,951
100	2300	GD-08	EQUIPMENT OPERATOR II	1.00	\$ 59,261	1.00	\$ 60,291	1.00	\$ 59,278
100		GD-11	HORTICULTURIST	1.00	\$ 61,094	1.00	\$ 62,148	1.00	\$ 64,173
100		GD-06	ASSISTANT HORTICULTURALIST	2.58	\$ 136,522	2.58	\$ 142,325	2.58	\$ 149,895
100		GD-06	FORESTRY TECHNICIAN	1.00	\$ 55,674	1.00	\$ 56,645	1.00	\$ 58,479
100	2205	GD-06	MAINTENANCE WORKER	8.54	\$ 475,919	8.54	\$ 483,149	8.54	\$ 498,297
TOTAL FULL TIME EMPLOYEES				22.50	\$ 1,352,929	22.50	\$ 1,383,143	23.35	\$1,500,230
61020 Part Time Employee Expense									
100	2205	GD-06	MAINTENANCE WORKER	0.80	\$ 44,099	0.80	\$ 44,867	0.80	\$ 46,320
TOTAL PART TIME EMPLOYEES				0.90	\$ 46,458	0.90	\$ 47,260	0.90	\$ 48,790
61030 Seasonal Employee Expense									
100	1479	NA-09	TRUCK DRIVER	1.60	\$ 51,478	1.60	\$ 52,246	1.60	\$ 55,625
100		NA-12	LABORER II	3.90	\$ 93,779	3.90	\$ 95,161	3.90	\$ 113,566
620		NA-12	LABORER II STORM	1.02	\$ 24,301	1.55	\$ 37,478	—	\$ —
100	896	NA-12	LABORER I	5.03	\$ 118,771	5.03	\$ 124,266	5.03	\$ 145,356
100		NA-12	LABORER I STORM	0.11	\$ 2,621	0.11	\$ 2,660	1.66	\$ 47,971
100		NA-28	CLERICAL ASSISTANT	0.10	\$ 2,359	0.10	\$ 2,393	0.10	\$ 2,470
100		NA-09	PARK RANGER	0.86	\$ 27,977	0.86	\$ 28,392	0.86	\$ 30,024
100	3425	NA-10	PARK FEE COLLECTOR	1.09	\$ 25,091	1.09	\$ 25,439	1.09	\$ 27,014
TOTAL SEASONAL EMPLOYEES				13.61	\$ 344,018	14.14	\$ 365,642	14.14	\$ 419,556
TOTAL PARKS DIVISION				37.01	\$ 1,743,405	37.54	\$ 1,796,045	38.39	\$ 1,968,576

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2021	FY 2022		FY 2023			
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Park Administration-FT											
10030100	61010	100	3375	GE-44	LEISURE SERVICES MANAGER	0.52	\$ 67,744	0.52	\$ 72,249	0.37	\$ 53,640
10030100	61010	100	3150	GE-36	PARK DIVISION MANAGER	1.00	\$ 89,269	1.00	\$ 90,577	1.00	\$ 93,529
10030100	61010	100	225	GE-25	ACCOUNT CLERK CONFIDENT	1.00	\$ 50,028	1.00	\$ 50,752	1.00	\$ 52,392
10030100	61010	100	200	GE-28	LEAD SECRETARY	0.40	\$ 17,978	0.40	\$ 19,264	0.40	\$ 22,616
Total						2.92	\$ 225,019	2.92	\$ 232,842	2.77	\$ 222,177
Park Administration-PT											
10030100	61020	100		NA-28	CLERICAL ASSISTANT	0.10	\$ 2,359	0.10	\$ 2,393	0.10	\$ 2,470
Total						0.10	\$ 2,359	0.10	\$ 2,393	0.10	\$ 2,470
Park Maintenance-FT											
10030400	61010	100	2205	GD-06	MAINTENANCE WORKER	7.82	\$ 435,635	7.82	\$ 445,044	7.82	\$ 455,652
10030400	61010	100	2655	GD-11	FOREMAN	2.00	\$ 126,422	2.00	\$ 128,604	2.00	\$ 131,524
10030400	61010	100	3,534	GD-11	NATURAL AREAS & SUSTAINABLE SPEC	0.09	\$ 5,549	0.09	\$ 5,649	0.09	\$ 5,832
Total						9.91	\$ 567,606	9.91	\$ 579,297	9.91	\$ 593,008
Park Maintenance-Seasonal											
10030400	61030	100	1479	NA-09	TRUCK DRIVER	0.60	\$ 18,980	0.60	\$ 19,268	0.60	\$ 20,859
10030400	61030	100	1479	NA-12	LABORER II	3.90	\$ 93,779	3.90	\$ 95,161	3.90	\$ 113,566
10030400	61030	100	896	NA-12	LABORER I	1.28	\$ 27,769	1.28	\$ 28,196	1.28	\$ 36,989
Total						5.78	\$ 140,528	5.78	\$ 142,625	5.78	\$ 171,414
Port of Dubuque Maintenance -FT											
10030415	61010	100	1445	GD-06	ASSISTANT HORTICULTURALIST	0.26	\$ 14,619	0.26	\$ 15,002	0.26	\$ 15,506
Total						0.26	\$ 14,619	0.26	\$ 15,002	0.26	\$ 15,506
Port of Dubuque Maintenance -Seasonal											
10030415	61030	100	896	NA-12	LABORER I	0.25	\$ 6,348	0.25	\$ 6,436	0.25	\$ 7,224
Total						0.25	\$ 6,348	0.25	\$ 6,436	0.25	\$ 7,224
Park Equipment Maintenance-FT											
10030420	61010	100	2525	GD-10	MECHANIC	1.46	\$ 87,849	1.46	\$ 90,932	1.46	\$ 93,951
Total						1.46	\$ 87,849	1.46	\$ 90,932	1.46	\$ 93,951
Park Patrol-Seasonal											
10030300	61030	100	1605	NA-09	PARK RANGER	0.86	\$ 27,977	0.86	\$ 28,392	0.86	\$ 30,024
10030300	61030	100	3425	NA-10	PARK FEE COLLECTOR	1.09	\$ 25,091	1.09	\$ 25,439	1.09	\$ 27,014
Total						1.95	\$ 53,068	1.95	\$ 53,831	1.95	\$ 57,038
Greenhouse-FT											
10030500	61010	100	1550	GD-11	HORTICULTURIST	1.00	\$ 61,094	1.00	\$ 62,148	1.00	\$ 64,173
10030500	61010	100	1445	GD-06	ASSISTANT HORTICULTURALIST	2.02	\$ 105,035	2.02	\$ 110,014	2.02	\$ 116,498
Total						3.02	\$ 166,129	3.02	\$ 172,162	3.02	\$ 180,671
Greenhouse-Seasonal											
10030500	61030	100		NA-12	LABORER I	2.67	\$ 64,881	2.67	\$ 65,830	2.67	\$ 77,157
Total						2.67	\$ 64,881	2.67	\$ 65,830	2.67	\$ 77,157

Downtown Maintenance - FT

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

					FY 2021		FY 2022		FY 2023		
ACCT	FD	JC	WP-GR	POSITION CLASS	FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
10030430	61010	100	1445	GD-06	ASSISTANT HORTICULTURALIST	0.30	\$ 16,868	0.30	\$ 17,309	0.30	\$ 17,891
					Total	0.30	\$ 16,868	0.30	\$ 17,309	0.30	\$ 17,891
Downtown Maintenance - PT											
10030430	61020	100	2205	GD-06	MAINTENANCE WORKER	0.80	\$ 44,099	0.80	\$ 44,867	0.80	\$ 46,320
					Total	0.80	\$ 44,099	0.80	\$ 44,867	0.80	\$ 46,320
Forestry-FT											
10030220	61010	100	2300	GD-08	EQUIPMENT OPERATOR II	1.00	\$ 59,261	1.00	\$ 60,291	1.00	\$ 59,278
10030220	61010	100	2560	GD-11	URBAN FORESTER	1.00	\$ 63,513	1.00	\$ 64,610	1.00	\$ 66,715
10030220	61010	100	2570	GD-06	FORESTRY TECHNICIAN	1.00	\$ 55,674	1.00	\$ 56,645	1.00	\$ 58,479
					Total	3.00	\$ 178,448	3.00	\$ 181,546	3.00	\$ 184,472
Forestry-Seasonal											
10030220	61030	100	1479	NA-09	TRUCK DRIVER	1.00	\$ 32,498	1.00	\$ 32,978	1.00	\$ 34,766
					Total	1.00	\$ 32,498	1.00	\$ 32,978	1.00	\$ 34,766
Technology Park Maintenance-FT											
10030520	61010	100	2205	GD-06	MAINTENANCE WORKER	0.25	\$ 13,919	0.25	\$ 14,227	0.25	\$ 14,765
10030520	61010	100	3534	GD-11	NATURAL AREAS & SUSTAINABLE SPEC	0.30	\$ 18,497	0.30	\$ 18,829	0.30	\$ 19,442
					Total	0.55	\$ 32,416	0.55	\$ 33,056	0.55	\$ 34,207
Technology Park Maintenance-Seasonal											
10030520	61030	100	890	NA-12	LABORER I	0.10	\$ 2,382	0.10	\$ 2,418	0.10	\$ 2,890
					Total	0.10	\$ 2,382	0.10	\$ 2,418	0.10	\$ 2,890
Industrial Center West Maintenance-FT											
10030530	61010	100	3534	GD-11	NATURAL AREAS & SUSTAINABLE SPEC	0.21	\$ 12,948	0.21	\$ 12,014	0.21	\$ 13,610
10030530	61010	100	2205	GD-06	MAINTENANCE WORKER	0.47	\$ 26,365	0.47	\$ 23,878	0.47	\$ 27,880
					Total	0.68	\$ 39,313	0.68	\$ 35,892	0.68	\$ 41,490
Industrial Center West Maintenance-Seasonal											
10030530	61030	100	890	NA-12	LABORER I	0.15	\$ 3,573	0.15	\$ 7,362	0.15	\$ 4,335
					Total	0.15	\$ 3,573	0.15	\$ 7,362	0.15	\$ 4,335
Veteran's Memorial-Seasonal											
10030540	61030	100	890	NA-12	LABORER I	0.58	\$ 13,818	0.58	\$ 14,024	0.58	\$ 16,761
					Total	0.58	\$ 13,818	0.58	\$ 14,024	0.58	\$ 16,761
Stormwater Maintenance-FT											
62030440	61010	620	3534	GD-11	NATURAL AREAS & SUSTAINABLE SPEC STORM	0.40	\$ 24,662	0.40	\$ 25,105	0.40	\$ 25,923
					Total	0.40	\$ 24,662	0.40	\$ 25,105	0.40	\$ 25,923
Stormwater Maintenance- Seasonal											
62030440	61030	620		NA-01	LABORER II STORM	1.02	\$ 24,301	1.55	\$ 37,478	—	\$ —
62030440	61030	620	890	NA-12	LABORER I STORM	0.11	\$ 2,621	0.11	\$ 2,660	1.66	\$ 47,971
					Total	1.13	\$ 26,922	1.66	\$ 40,138	1.66	\$ 47,971
Parks CIP Recharge											
80030100	61010	800		GE-40	PROJECT MANAGER	—	\$ —	—	\$ —	1.00	\$ 90,934

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2021		FY 2022		FY 2023	
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
				Total	—	\$ —	—	\$ —	1.00	\$ 90,934
TOTAL PARK DIVISION					37.01	\$1,743,405	37.54	\$1,796,045	38.39	\$1,968,576

Capital Improvement Projects by Department/Division					
PARK DIVISION					
CIP Number	Capital Improvement Project Title	FY 20 Actual Expense	FY 21 Actual Expense	FY 22 Adopted Budget	FY 23 Recomm'd Budget
1001173	USHA PARK DEVELOPMENT	41,780	—	—	—
1001560	VALENTINE PARK IMPROVE	11,900	17,598	—	—
1001882	HAM HOUSE MUSEUM	—	—	—	—
1001959	FOUR MOUNDS ARCHEOLOGICAL	—	—	—	—
1001982	FOUR MOUNDS ECOLOGICAL	125,503	27,665	—	—
1002637	ITC GRANT TREE/PARK DEVEL	—	—	—	—
1002643	EPP ENVIRONMENTAL	207,692	397,990	—	—
1002781	CHAPLAIN SCHMITT VETS MEM	293,278	2,468,121	—	—
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	2,848	2,151	60,000	—
1021458	STREET TREE PROGRAM	—	—	—	—
1021578	COMISKEY PK AMENITY REPL	—	—	—	—
1021594	EPP REST ROOM REHAB	—	—	20,000	—
1021677	EAGLE POINT PARK STONE	—	—	50,000	52,000
1021683	EPP LOG CABIN IMPROVEMENT	—	—	71,000	—
1021866	EAGLE POINT PARK IMPROV	—	—	—	—
1022105	SECURITY CAMERAS	—	—	—	32,000
1022184	HAM HOUSE REPAIRS	—	—	—	145,000
1022190	EPP - RIVERFRONT PAVILION	—	—	5,000	—
1022288	EAGLE VALLEY PARK DEV	—	—	—	—
1022292	COMISKEY PLAYGROUND REPLC	11,194	9,206	—	—
1022368	ALL PRKS - RPL SCRTRY LTS	6,386	3,460	5,000	5,000
1022509	EPP BRIDGE COMPLEX	2,000	—	—	—
1022708	RESTROOM ELECTRIC LOCKS	1,134	—	—	—
1022826	HAM HOUSE EXTERIOR/LANDSC	—	—	47,634	—
1022827	EPP REPLACE WATER LINES	—	—	48,782	—
1022829	VETERANS PARK DISC GOLF	—	—	—	—
1022830	TREE REMOVAL AND REPLC	—	72,066	275,000	—
1022879	FOUR MOUNDS PARKING IMP	—	—	70,000	—
1022880	MURPHY PARK WATER LINES	—	—	10,000	—
2601544	COMISKEY PRK - NEW ENTRY	3,000	—	—	—
2601574	AVON PARK IMPROVEMENTS	—	—	—	—
2601578	COMISKEY PK AMENITY REPL	6,000	—	—	—
2602372	COMISKEY PK BLD - SC ALRM	—	—	—	—
2602825	RE-IMAGINE COMISKEY PARK	—	—	—	—
2602891	LOW/MOD INCOME PARKS	—	—	65,443	150,000
3252568	DICW CIP REPLACEMENT	—	—	—	—
3501055	PARKS RETAINING WALLS	—	—	—	10,000
3501128	HERON POND IMPROVEMENTS	—	—	—	208,000
3501129	NORTHEND TRAIL LIGHTING	—	16,387	—	—
3501158	RENOVATE PARK WATER SYSTE	4,081	—	—	—
3501212	HAM HOUSE - PAINT	—	—	—	—
3501419	RADIO COMMUNICATION REPLA	6,137	—	—	—
3501450	MURPHY PLAY EQUIPMENT	—	—	—	—
3501458	STREET TREE PROGRAM	—	—	30,115	33,500
3501468	SLATTERY CENTER REN ENTR	—	9,950	—	—

Capital Improvement Projects by Department/Division					
PARK DIVISION					
CIP Number	Capital Improvement Project Title	FY 20 Actual Expense	FY 21 Actual Expense	FY 22 Adopted Budget	FY 23 Recomm'd Budget
3501557	FLORA-PAVE TENNIS COURTS	37,757	—	—	—
3501578	COMISKEY PK AMENITY REPL	—	—	—	496,000
3501582	WESTBROOK PARK DEVELOPMEN	—	—	—	—
3501588	PLAN HWY 20 ROSES	—	—	—	—
3501763	EPP-SHIRAS PAVILION IMPRV	—	—	—	57,000
3501767	FLORA PK-REST ROOM	—	—	—	—
3501868	FLORA-PAVE PARKING LOTS	—	—	—	46,800
3502105	SECURITY CAMERAS	6,668	—	30,811	—
3502288	EAGLE VALLEY PARK DEV	3,500	—	—	—
3502290	FLORA RESURF TENNIS CT	—	—	—	62,400
3502377	FLORA PLAYGROUND REPLC	67,875	—	—	—
3502459	EPP RETAINING WALL	—	—	—	—
3502461	SKATE PARK	106,677	245	—	—
3502572	MADISON PARK	—	—	—	85,800
3502708	ELECTRIC RESTROOM LOCKS	—	—	—	—
3502737	DOG PARK	—	—	—	—
3502830	TREE REMOVAL AND REPLC	—	—	—	25,000
3601105	COMISKEY LANDSCPE	10,000	14,145	—	—
3601742	TOWN CLOCK IMPROVEMENTS	17,331	—	—	—
3602374	MCALEECE SIDEWALKS	—	—	—	—
3602645	RELANDSCAPE SEIPPEL/CHAVE	—	—	—	—
3602738	ENGLISH RIDGE PARK	—	—	—	—
3602739	COMISKEY SIDEWALK LIGHT	10,000	—	—	—
3602782	JACKSON PARK RESTROOMS	7,535	—	—	—
3602828	JACKSON PARK AMENITIES	—	—	60,000	—
7202301	EAGLE PT PARK - STORM SW	—	—	—	—
7402827	EPP REPLACE WATER LINES	—	—	—	169,000
7402880	MURPHY PARK WATER LINES	—	—	—	106,000
PARK DIVISION	TOTAL	990,275	3,038,985	860,785	1,683,500

PROGRAM /DEPT	PROJECT DESCRIPTION	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL	PAGE
LEISURE SERVICES								
PARK DIVISION								
Culture and Recreation								
Park Development								
	Pebble Cove Park Development	\$ —	\$214,000	\$ —	\$ —	\$ —	\$ 214,000	14
All Parks								
	Comprehensive Parks Master Plan	\$ 208,000	\$ —	\$ —	\$ —	\$ —	\$ 208,000	15
	Low/Mod Income Park Improvements	\$ 150,000	\$150,000	\$ 150,000	\$ 150,000	\$ —	\$ 600,000	16
	All Parks - Cameras Code Blue Phones	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ —	\$ 128,000	17
	All Parks - Paint Light Poles	\$ —	\$ —	\$ 15,000	\$ 15,000	\$ 15,000	\$ 45,000	18
	All Parks - Replacement Security Lights	\$ 5,000	\$ 5,000	\$ 5,000	\$ —	\$ —	\$ 15,000	19
	All Parks - Renovate Water Systems	\$ —	\$ —	\$ 25,000	\$ —	\$ —	\$ 25,000	20
Allison Henderson Park								
	Allison Henderson Storm Water Project	\$ —	\$ —	\$ —	\$ —	\$ 25,000	\$ 25,000	21
Chaplain Schmitt Island								
	Chaplain Schmitt Island-Landscaping	\$ —	\$ —	\$ —	\$ —	\$ 50,000	\$ 50,000	22
	Chaplain Schmitt Island- Entrance Sign	\$ —	\$ —	\$ —	\$ —	\$ 72,500	\$ 72,500	23
	Chaplain Schmitt Island-Trail and Access Plan	\$ —	\$ —	\$ —	\$ —	\$ 50,000	\$ 50,000	24
Comiskey Park								
	Reimagine Comiskey	\$ 496,000	\$ —	\$ —	\$ —	\$ —	\$ 496,000	25
Eagle Point Park								
	Concrete Improvements	\$ —	\$ 30,000	\$ —	\$ —	\$ 30,000	\$ 60,000	26
	Stone Work	\$ 52,000	\$ 50,000	\$ 50,000	\$ —	\$ —	\$ 152,000	27
	Renovate Shiras Memorial Pavilion	\$ 57,000	\$ —	\$ —	\$ —	\$ —	\$ 57,000	28
	Replace Water Lines	\$ 169,000	\$ 50,000	\$ —	\$ —	\$ —	\$ 219,000	29
	Replace Roof on Eagles View Pavilion	\$ —	\$ —	\$ 50,000	\$ —	\$ —	\$ 50,000	30
	Replace Roof on Terrace Room	\$ —	\$ 38,000	\$ —	\$ —	\$ —	\$ 38,000	31
	Rest Room Renovation	\$ —	\$ —	\$ 40,000	\$ —	\$ 50,000	\$ 90,000	32
	Riverfront Pavilion Restoration	\$ —	\$ —	\$ 89,000	\$ —	\$ —	\$ 89,000	33
	Street Light Replacement	\$ —	\$ —	\$ 40,000	\$ —	\$ —	\$ 40,000	34
	Clear Trees From Bluff	\$ —	\$ —	\$ —	\$ —	\$ 20,000	\$ 20,000	35
Flora Park								
	Pave Wilbright, Pool, Tennis Court, and Slattery Center Parking Lots	\$ 46,800	\$ —	\$ 36,000	\$ —	\$ —	\$ 82,800	36
	Replace Lights on Tennis Courts	0	0	102000	0	0	\$ 102,000	37
Forestry Building								
	Forestry-Replace Roof	\$ —	\$ —	\$ 50,000	\$ —	\$ —	\$ 50,000	38
Gay Park								
	Gay Park-Replace Play Unit	\$ —	\$ 90,000	\$ —	\$ —	\$ —	\$ 90,000	39
Ham House								
	Ham House-Replace Roof	\$ 145,000	\$ —	\$ —	\$ —	\$ —	\$ 145,000	40
	Ham House Masonry and Metal Roof	\$ —	\$ —	\$ —	\$ —	\$ 123,500	\$ 123,500	41

PROGRAM /DEPT	PROJECT DESCRIPTION	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL	PAGE
LEISURE SERVICES								
PARK DIVISION								
	Hilltop Park							
	Hilltop Park-Replace Play Unit	\$ —	\$ —	\$ —	\$ —	\$ 68,615	\$ 68,615	42
	Madison Park							
	Madison Park-Replace Play Unit	\$ 85,800	\$ —	\$ —	\$ —	\$ —	\$ 85,800	43
	Madison Park - Renovate Pavilion	\$ —	\$ —	\$ —	\$ —	\$ 44,000	\$ 44,000	44
	Madison Park - Flag Pole	\$ —	\$ —	\$ —	\$ —	\$ 30,000	\$ 30,000	45
	Marshall Park							
	Marshall-Replace Play Unit	\$ —	\$ —	\$ —	\$ —	\$ 150,000	\$ 150,000	46
	Miller Riverview Park							
	Miller Riverview Park - Quick Connects for Pedestals	\$ —	\$ —	\$ 40,000	\$ —	\$ —	\$ 40,000	47
	Miller Riverview Park - Pave Secondary Roads and Concrete Campsites	\$ —	\$ —	\$ —	\$ —	\$ 100,000	\$ 100,000	48
	Murphy Park							
	Murphy - Replace Water Lines	\$ 106,000	\$ —	\$ —	\$ —	\$ —	\$ 106,000	49
	Murphy - Replace Roof on Rest Room Building by the Tennis Courts	\$ —	\$ 15,000	\$ —	\$ —	\$ —	\$ 15,000	50
	Murphy Park-Entrance Design	\$ —	\$ —	\$ —	\$ —	\$ 15,000	\$ 15,000	51
	Teddy Bear Park							
	Teddy Bear Park - Play Equipment	\$ —	\$ —	\$ —	\$ —	\$ 150,000	\$ 150,000	52
	General Park Maintenance							
	Ash Tree Removal and Tree Replacement	\$ 25,000	\$ 175,000	\$ 175,000	\$ 125,000	\$ 109,000	\$ 609,000	53
	Ecological Restoration	\$ —	\$ —	\$ —	\$ 20,000	\$ 20,000	\$ 40,000	54
	Street Tree Program	\$ 33,500	\$ 30,112	\$ 50,000	\$ 50,000	\$ 50,000	\$ 213,612	55
	Retaining Walls	\$ 10,000	\$ 5,000	\$ 25,000	\$ 25,000	\$ —	\$ 65,000	56
	Highway 20 Irrigation	\$ —	\$ 25,000	\$ —	\$ —	\$ —	\$ 25,000	57
	Resurface Tennis Courts	\$ 62,400	\$ —	\$ 60,000	\$ —	\$ 120,000	\$ 242,400	58
	Washington Community Gateway	\$ —	\$ —	\$ 15,000	\$ 90,000	\$ —	\$ 105,000	59
	Maintenance Headquarters Wash Bay	\$ —	\$ —	\$ 25,000	\$ —	\$ —	\$ 25,000	60
	Paint Railings	\$ —	\$ —	\$ 20,000	\$ —	\$ 20,000	\$ 40,000	61
	Install and/or Replace Park Name Signs	\$ —	\$ —	\$ —	\$ —	\$ 50,000	\$ 50,000	62
	Replace Interpretive Signs	\$ —	\$ —	\$ —	\$ —	\$ 16,000	\$ 16,000	63
	Electric Locks - Restrooms	\$ —	\$ —	\$ —	\$ —	\$ 35,000	\$ 35,000	64
	Parks Fleet Automated Vehicle Location	\$ —	\$ —	\$ —	\$ —	\$ 38,000	\$ 38,000	65
	Grandview Avenue Boulevard Landscape Renovation Plan	\$ —	\$ —	\$ —	\$ —	\$ 50,000	\$ 50,000	66
	Trails Maintenance							
	Trail Maintenance/Repair	\$ —	\$ —	\$ —	\$ —	\$ 20,000	\$ 20,000	67
	TOTAL	\$1,683,500	\$909,112	\$1,094,000	\$ 507,000	\$1,521,615	\$5,715,227	

Recreation

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RECREATION DIVISION

Budget Highlights	FY 2021 Actual	FY 2022 Budget	FY 2023 Requested	% Change From FY 2022 Budget
<u>Expenses</u>				
Employee Expense	1,402,745	1,915,442	2,040,783	6.5%
Supplies and Services	710,330	1,191,334	1,458,380	22.4%
Machinery and Equipment	54,584	104,020	104,080	0.1%
Debt Service	74,136	16,931	14,789	-12.7%
Total Expenses	2,241,795	3,227,727	3,618,032	12.1%
<u>Resources</u>				
Operating Revenue	1,274,598	1,746,801	1,698,588	-2.8%
CDBG Funds	43,597	132,754	134,717	1.5%
Sales Tax 20% for Debt Abatement	74,182	16,931	14,789	-12.7%
Total Resources	1,392,377	1,896,486	1,848,094	-2.6%
Property Tax Support	849,418	1,331,241	1,769,938	438,697
Percent Increase (Decrease)				33.0%
Percent Self Supporting	62.1 %	58.8 %	51.1 %	
Personnel - Authorized FTE	42.95	42.75	42.75	

AMERICORPS

Budget Highlights	FY 2021 Actual	FY 2022 Budget	FY 2023 Requested	% Change From FY 2022 Budget
<u>Expenses</u>				
Employee Expense	321,504	407,360	615,987	51.2 %
Supplies and Services	39,102	29,370	36,106	22.9 %
Machinery and Equipment	1,871	4,220	350	(91.7)%
Total Expenses	362,477	440,950	652,443	48.0 %
<u>Resources</u>				
AmeriCorps Grant	288,502	203,761	267,913	31.5 %
Private Participant	66,500	158,594	149,791	(5.6)%
Total Resources	355,002	362,355	417,704	15.3 %
Property Tax Support	7,475	78,595	234,739	156,144
Percent Increase (Decrease)				198.7 %
Percent Self Supporting	97.9 %	82.2 %	64.0 %	
Personnel - Authorized FTE	1.00	2.28	5.00	

Improvement Package Summary

Recreation Division:

1 of 4

This improvement request is for funding to offset lifeguard certification costs currently charged to the prospective employee. For individuals to become lifeguards, they are required to have the appropriate lifeguard certifications prior to working. These certifications range in cost from \$30 for renewals to \$200 for new certifications. As a seasonal summer position, these out of pocket fees can be both a deterrent and/or a barrier for individuals wanting to apply. This is especially true for low/moderate income youth. Having the funding to provide and market these certifications being included as part of the hiring process, will open these job opportunities to the entire community. This improvement level request directly relates to Council Goal(s): Financially Responsible, High-Performance City Organization: Sustainable, Equitable, and Effective Service Delivery

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

2 of 4

This improvement request is for the purchase of 2 additional laptops for the Department. There were 2 laptops up for replacement in FY22. These were the Leisure Services Department laptop and the AmeriCorps office laptop. A memo was submitted and approved to recycle these laptops through FY22 for use at the Miracle League and for the AmeriCorps Coordinator. The Miracle League field scoreboard requires the use of a laptop to operate to capacity. In order to use the scoreboard for the grand opening event on August 10th, software was installed onto the laptop linking it to the proper online platform that is mirrored onto the scoreboard. Essentially, the scoreboard is a very large computer screen. The AmeriCorps Coordinator does not have a PC in the office and must use a VPN process to work remotely. However, this method is currently very slow when accessing key files and documents, and often prevents them from working as efficiently as they can. The use of the retired laptop will allow the AmeriCorps Coordinator to have a PC located within the Bunker Hill Administration offices and will allow the coordinator to connect remotely with ease, as well as easy transition to working back in the office. This improvement level request directly relates to Council Goal(s): Connected Community: Equitable Transportation, Technology Infrastructure, and Mobility

Related Cost:	<u>\$ 5,600</u>	Tax Funds	Non-Recurring	Recommend - Yes
Total Cost:	<u>\$ 5,600</u>			
Property Tax Impact:	\$ 0.0022	0.02%		
Activity:	Recreation Administration			

3 of 4

This improvement request is for funding to purchase equipment and furnishings for the Comiskey Park Building. Throughout the Re-Imagine Comiskey engagement process for the park renovations, community members expressed the need to also re-think and re-use the indoor space at Comiskey by making it more accessible to the community. With the addition of the Teen Coordinator position in FY22 as well as staff development of potential new programs services in that space, there will be a need to make this space more desirable and functional for both local youth and adults. This funding will help to equip this space with amenities to further City services, through recreational outlets like table tennis, billiards, electronics, etc as well as amenities for community meetings and programs with projectors/ screens, computers and internet access. This improvement package directly relates to the Council

Goals: Financially Responsible, High-Performance City Organization: Sustainable, Equitable, and Effective Service Delivery

Related Cost:	\$ 20,000	Tax Funds	Non-Recurring	Recommend - Yes
Total Cost:	<u>\$ 20,000</u>			
Property Tax Impact:	\$ 0.0079	0.08%		
Activity: Recreation Classes				

4 of 4

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 \$1,290 in additional revenue based on the FY23 usage estimates. This request supports the City Council goal of Financially Responsible, High-Performance City Organization.

Related Cost:	\$ —	Tax Funds	Recurring	Recommend - Yes
Related Revenue:	\$ 1,290	Program Fees	Recurring	
Net Cost:	<u>\$ (1,290)</u>			
Property Tax Impact:	\$ (0.0005)	(0.01)%		
Activity: Golf Maintenance				

AmeriCorps:

1 of 3

This improvement request is to provide for \$100,000 in grant cash match funding. This allows AmeriCorps to allocate cash match on an annual basis to the grants in the following ways:

1. Increase staffing capacity for program implementation. Human capacity is maxed out currently. The AmeriCorps Coordinator implements the programs effectively and addresses compliance directed from both the state and federal levels. All resources of cash match and in-kind match from the city are currently maxed out for the reading and teen grants. There are 53 AmeriCorps members (15 FTE) for grade level reading serving across 15 host sites and 20 members (10 FTE) for the teen grant serving across 7 host sites. The Director recruits, interviews, onboards, trains, retains and exits 73 members plus maintains compliance with grant requirements, reaching performance measure outcomes, and writing the annual grants to continue the program. This package provides benefits and .216 FTE to make the AmeriCorps Coordinator full-time and adds part time clerical support (.7 FTE).
2. Living allowance increase & match funding to leverage increased federal grant funding. This increase would maintain ARPA-based increases to the AmeriCorps Member living allowances. Members currently receive a stipend equal to \$11.50/hr that would be raised to approx \$13/hr. This is needed when the match waiver expires in FY23.
3. Development and implementation of a new Youth AmeriCorps Program - With increased staffing capacity, implementation of a Youth program, focused on community and civic career exploration and skill development and expansion of the current teen grant could happen. The focus would be at-risk and underrepresented minority teens successfully completing AmeriCorps requirements and learn employment skills. \$10,000 would be for living stipends for approximately 10-15 Youth AmeriCorps members (ages 17-19). The youth will be eligible for an AmeriCorps Education Award. There would be active training and development for the adult AmeriCorps members to effectively work with and mentor teens and young adults (ages 12-19). The expansions above would positively affect the MFC, Four Mounds HEART and other partnering organizations and placements. 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 Leisure Services and City. This request is connected to the City Council goals & priorities of racial equity.

Related Cost:	<u>\$ 100,000</u>	Tax Funds	Recurring	Recommend - No
Net Cost:	<u>\$ 100,000</u>			
Property Tax Impact:	\$ 0.0393	0.40%		
Activity:	AmeriCorps			

2 of 3

This improvement request is to provide benefits for the AmeriCorps Coordinator and AmeriCorps Director/Community Impact Manager. These would be city funded benefits vs. grant funded requests. In FY 22 the AmeriCorps Coordinator was budgeted at .278 FTE. As additional grants were received the FTE during FY 22, the FTE was increased via council approval of grant agreements and grant funding for the position and amended into Budget Amendment number 2. The FY 23 proposal reflects 1.0 FTE which includes receiving three separate AmeriCorps grants. This threshold becomes a benefited position. It is a grant funded limited term position. In the past two of the three AmeriCorps grants were in Budget Amendment #2 thus the FTE in past budget approvals is lower than actual hours (FTE) due to grant approval timing and the federal fiscal year not aligning with the city fiscal year. The Coordinator is 97% grant funded for hours with only 3% city funding as grant writing and research cannot be covered in the grant. The Coordinator position frees hours and moves some grant responsibilities from the Coordinator to the AmeriCorps Director. This allows the Director to take on duties as the Community Impact Division Manager. The city funded benefits package will be used to match any future expansion of AmeriCorps grants. This improvement package request also moves the AmeriCorps Director/Community Impact Division Manager's benefits package to city funded vs. current grant funded benefits. This allows the Director to take on more duties as the Community Impact Division Manager that are not AmeriCorps grant funded duties. 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:	\$ 91,772	Tax Funds	Recurring	Recommend - Yes
Related Revenue:	\$ 45,569	AmeriCorps		
Net Cost:	<u>\$ 46,203</u>			
Property Tax Impact:	\$ 0.0182	0.19%		
Activity:	AmeriCorps			

3 of 3

This improvement request is for an additional full-time administrative assistant position (GE-25) to support the new division. This position will provide support to all projects within the division to ensure equitable, efficient, and effective program implementation. Some grant funded responsibilities of the AmeriCorps Coordinator will be transferred to this position allowing the AmeriCorps Coordinator to take on some grant responsibilities of the AmeriCorps Director. Examples include federal and state grant compliance, onboarding and exiting Members, support activities of the Volunteer DBQ Volunteer Center, support communication and coordination of community service projects and the Volunteer Reception Centers in times of disaster, communication efforts between collaborative partnerships, and supporting the research and best practices utilized within other communities. 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:	<u>\$ 60,753</u>	Tax Funds	Recurring	Recommend - Yes
Property Tax Impact:	\$ 0.0239	0.25%		
Activity:	AmeriCorps			

Significant Line Items

Employee Expense

1. FY 2023 employee expense reflects a 3.25% wage package increase.

2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2022 The employee contribution of 6.29% is unchanged from FY 2022.
3. The City portion of health insurance expense increased from \$1,086 in FY 2022 to \$1,119 in FY 2023 per month per contract which results in an annual cost increase of \$3,883 or 3.00%.
4. Five-Year Retiree Sick leave payout increased from \$0 in FY 2022 to \$4,575 in FY 2023.
5. Workers Compensation increased from \$28,287 in FY 2022 to \$29,816 in FY 2023. FY 2021 actual was \$32,822.
6. During Fiscal Year 2022, the following personnel changes were approved:
 - a. 0.60 FTE Full-Time Lead Secretary position (GE-26) was changed to Lead Administrative Assistant (GE-28) which resulted in a cost increase of \$4,039.
 - b. 1.04 FTE Seasonal Laborer Golf Course Groundskeeper (NA-12) pay rate was increased from \$11.24 to \$13.40 which resulted in a cost increase of \$5,049. Depending on seasonal hires, this can range from 2-4 seasonal positions.
 - c. 1.16 FTE Seasonal Laborer Golf Course Operator (NA-08) pay rate was increased from \$11.24 to \$14.40 which resulted in a cost increase of \$7,913.
 - d. 8.63 FTE Seasonal Lifeguard (NA-17) pay rate was increased from \$10.13 to \$12.50 which resulted in a cost increase of \$46,440. Depending on seasonal hires, this can range from 15-20 seasonal positions.
 - e. 1.35 FTE Seasonal Swimming Pool Manager (NA-43) pay rate was increased from \$14.61 to \$18.00 which resulted in a cost increase of \$10,512. Depending on seasonal hires, this can range from 2-4 seasonal positions.

Supplies & Services

7. Sales Tax collected on goods and services decreased from \$45,140 in FY 2022 to \$44,177 in FY 2023. This line item is based on and off-set by the revenue for sales tax collected.
8. Electrical Utility Expense decreased from \$86,246 in FY 2022 to \$84,221 in FY 2023 based on FY 2019 actual.
9. Natural Gas Utility Expense increased from \$26,386 in FY 2022 to \$30,339 in FY 2023 based on FY 2019 actual plus 8.6%.
10. Property Maintenance increased from \$38,310 in FY 2022 to \$55,330 in FY 2023. This line item traditionally represents payments towards swimming pool maintenance, golf course grounds maintenance, Marina Maintenance and Allison Henderson/Comiskey Park maintenance. The FY 2023 increase is mostly due to a 50% payment of \$15,000 per the Viking Dock Winterization contract.
11. Off Road Vehicle Fuel increased from \$82,000 in FY 2022 to \$97,255 to FY 2023 and Diesel Fuel increased from \$15,000 in FY 2022 to \$15,750 in FY 2023. This expenditure represents fuel sold to boaters at the Port of Dubuque Marina and is offset by \$152,000 in revenue from the sale of fuel. FY2022 was an unusually high year due to low water levels which limited boat access to other marinas and it is projected that FY 2023 to be at more normal levels.
12. Turf Chemicals is unchanged from \$31,000 in FY 2022 to \$31,000 in FY 2023 which is utilized for golf course maintenance: fertilizer, pesticides, and anti-fungal products. FY 2021 actual was \$29,574.

13. Food Products increased from \$48,051 in FY 2022 to \$50,870 in FY 2023 based on current year's sales. FY 2021 actual was unusually low at \$18,874 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.
14. Beer Products increased from \$46,012 in FY 2022 to \$52,100 in FY 2023 based on current year's sales. FY 2021 actual of \$41,462 was unusually low 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.
15. Beverage and Ice decreased from \$20,316 in FY 2022 to \$19,816 in FY 2023 based on FY 2022 year-to-date. FY 2021 actual of \$11,417 was unusually low due to the closure of pools 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.
16. Credit Card Charges increased from \$25,172 in FY 2022 to \$31,369 in FY 2023. FY 2021 actual was \$25,006. Included in the budget is Golf Operations for \$15,984 which is based on a three-year average. Also included is \$2,800 for the Port of Dubuque dock, which was zero last year, and is based on 2% of fuel sales.
17. Program Equipment and Supplies increased from \$65,344 in FY 2022 to \$83,675 in FY 2023, due to a decrease in youth sports. 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.
18. Pro Shop Merchandise increased from \$37,328 in FY 2022 to \$38,641 in FY 2023 based on current demand for special order through the golf course. FY 2021 actual was \$36,141. This budget is offset by the revenue from Pro Shop Sales, golf fee revenue, event revenue, and certificates.
19. Game Officiating Services decreased from \$36,670 in FY 2022 to \$26,870 in FY 2023. FY 2021 actual of \$3,040 was unusually low due to the pandemic. There has been a decline in softball and basketball participation since the pandemic.
20. Machinery and Equipment Rental is unchanged from \$42,351 in FY 2022 to \$42,351 in FY 2023 based on FY 2021 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.
21. Pay to Other Agency is increased from \$161,810 in FY 2022 to \$361,810 in FY 2023. 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 (\$50,000), ice rental (\$10,000), AmeriCorps 3rd Grade Reading (\$20,000), AmeriCorps Playground Programs (\$21,986), Hills and Dales Senior Center (\$18,200), Recreation Classes (Arts programming, Creative Adventure Labs Partnership, Montessori Cooperative classes, Dubuque County Extension Contracted Classes) (\$20,000).
22. Instructors decreased from \$92,162 in FY 2022 to \$89,099 in FY 2023. FY 2021 actual was \$20,845 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.
23. Machinery and Equipment Maintenance decreased from \$21,112 in FY 2022 to \$20,987 FY 2023 and is based on FY 2022 budget, with some small adjustments in the Administrative and Golf

Operations areas. 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.

24. Promotion is unchanged from \$18,266 in FY 2022 to \$18,266 in FY 2023. This line item represents print and digital marketing for recreational programs, events, and classes, brochures and mailings, and radio and print advertisements.
25. General Liability Insurance increased from \$23,402 in FY 2022 to \$29,004 in FY 2023 based on FY 2022 actual plus 12%.
26. Property Insurance increased from \$8,184 in FY 2022 to \$12,534 in FY 2023 based on FY 2022 actual plus 9.5%. Previous year was under budgeted due to Bunker Hill and the two pools being inadvertently omitted from the budget allocation.
27. Golf Specialty Supplies decreased from \$14,563 in FY 2022 to \$12,471 in FY 2023 due to a decrease in special equipment orders and related to revenues. The amount is based on FY 2021 actual of \$12,370.
28. Motor Vehicle Gas increased from \$12,978 in FY 2022 to \$13,628 in FY 2023. FY 2021 actual was \$18,136. Increase is due to the increased potential for single rider requirements on golf carts but less than FY 2021 with more two-rider carts being allowed.
29. Diesel Fuel increased from \$15,000 in FY 2022 to \$15,750 in FY 2023. FY 2021 actual was \$13,833. Much like off road vehicle fuel, FY2022 was an unusually good year and expect FY 2023 to be at more normal levels.
30. Telephone increased from \$9,667 in FY 2022 to \$13,476 in FY 2023. FY 2021 actual was \$13,476. Increase is in the Recreation Admin area which increased from \$2,916 to \$6,837 due to the addition of six smartphones for staff.

Machinery & Equipment

31. Equipment replacement items include (\$104,430):

<u>Recreation Administration</u>	
Smart Phone	\$ 1,680
Defibrillator	\$ 1,500
File Cabinets	\$ 2,800
<u>Golf Operations</u>	
Flat Screen TV	\$ 3,200
<u>Golf Maintenance</u>	
Greens Mower	\$ 53,000
Sand Trap Rake	\$ 19,000
<u>Swimming</u>	
Defibrillator	\$ 3,000
<u>McAleece Concessions</u>	
Concession Equipment	\$ 1,000
<u>Recreation Classes</u>	
Movie Projector	\$ 1,300
Movie Screen	\$ 4,500
<u>Port of Dubuque Marina</u>	
Cameras	\$ 7,500
<u>AmeriCorps</u>	
Smartphone	\$ 350
Recommended Improvement Packages	\$ 5,600
Total Equipment	<u>\$104,430</u>

Debt Service

32. FY 2023 Annual debt service is as follows (\$14,789):

Amount	Debt Series	Payment Source	Purpose	Final Payment Year	Call Date
\$ 1,190	2021A (2012E) G.O.	Sales Tax 20%	Recreation Improvements	2022	2022
\$ 13,599	2021A (2014B) G.O.	Sales Tax 20%	Recreation Improvements	2034	2028
<u>\$ 14,789</u>	Total Recreation Annual Debt Service				

Revenue

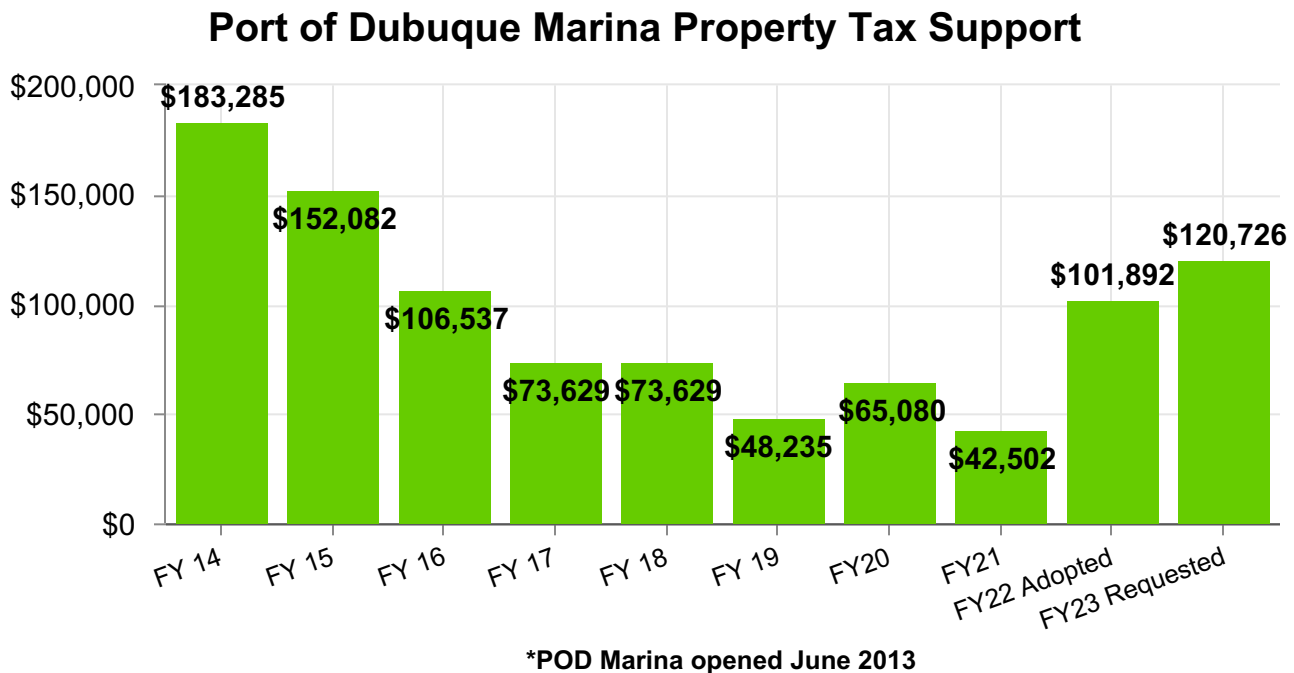
33. Total revenue for Golf Operations and Maintenance decreased from \$936,808 in FY 2022 to \$929,407 in FY 2023.

- a. Golf Cart Rentals increased from \$227,850 in FY 2022 to \$232,950 in FY 2023 based on FY 2023 cart rental estimates of: 6,900 18-Hole Half Carts at \$16 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 2021 Actual was \$233,088.

- b. Golf Beer Sales decreased from \$130,501 in FY 2022 to \$118,440 in FY 2023 due to a decrease in large events. FY 2021 actual was \$109,963.
 - c. Pro Shop Sales decreased from \$68,795 in FY 2022 to \$68,452 in FY 2023 due to a decrease in large events. FY 2021 Actual was \$68,452.
 - d. Golf Fees increased from \$355,500 in FY 2022 to \$367,690 in FY 2023 based on the number of rounds played and passes sold during FY 2020. FY 2021 Actual was \$373,709, but budget is slightly lower due to seeing less events/large group activities.
 - e. Golf event revenue unchanged from \$40,698 in FY 2022 to \$40,698 in FY 2023 based on FY 2019 actual.
34. Swimming revenue decreased from \$330,486 in FY 2022 to \$290,310 in FY 2023.
- a. Swimming Annual Passes decreased from \$78,143 in FY 2022 to \$66,448 in FY 2023. FY 2021 actual was \$740. FY23 is based on June 2019 through August 2019 numbers.
 - b. Flora Daily Fees is decreased from \$82,050 in FY 2022 to \$65,690 in FY 2023. FY 2021 actual was \$36,796. FY23 is based on June 2019 through August 2019 numbers.
 - c. Sutton Daily Fees is decreased from \$28,214 in FY 2022 to \$22,610 in FY 2023. FY 2021 actual was \$2,674. FY23 is based on June 2019 through August 2019 numbers.
 - d. Pool Concessions is unchanged from \$51,000 in FY 2022 to \$51,000 in FY 2023 based on estimated gross sales of \$36,000 at Flora Pool and \$15,000 at Sutton Pool. FY 2021 actual was \$13,825. FY23 is based on June 2019 through August 2019 numbers.
 - e. Swim Lesson Registrations decreased from \$73,789 in FY 2022 to \$66,412 in FY 2023 based on registration estimates. FY 2021 actual was \$37,357 because of pool closure with the pandemic. FY23 is based on June 2019 through August 2019 numbers.
35. Adult Athletics revenue decreased from \$96,142 in FY 2022 to \$64,044 in FY 2023 and is based on FY 2022 participant numbers.
- a. Softball Entry Fees is decreased from \$49,208 in FY 2022 to \$29,250 in FY 2023. FY 2021 actual was \$25,025. FY23 is based on registration trends from both FY 2020 and FY2021 seasons.
 - b. Basketball Entry Fees is decreased from \$26,400 in FY 2022 to \$13,200 in FY 2023. FY23 is based on registration trends from both FY 2020 and FY2021 seasons.
 - c. Adult Winter Volleyball Leagues is increased from \$12,800 in FY 2022 to \$13,860 in FY 2023. FY23 is based on registration trends from both FY 2020 and FY2021 seasons.
36. Youth Sports revenue decreased from \$50,030 in FY 2022 to \$47,564 in FY 2023 and is based on FY 2022 participant numbers.
- a. After School Sports increased from \$22,060 in FY 2022 to \$29,760 in FY 2023, increase is due to the increase in sport offerings. FY 2021 actual was \$11,017.
37. Port of Dubuque Marina revenue increased from \$181,026 in FY 2022 to \$208,926 in FY 2023.
- a. Marina Fuel Sales is increased from \$125,000 in FY 2022 to \$152,000 in FY 2023. This line item is based on the expense budget. FY 2022 actual is \$173,424. FY2022 was an unusually high year due to low water levels which limited boat access to other marinas and it is projected that FY 2023 will be at more normal levels.
 - b. Marina Dock Fees is decreased from \$31,250 in FY 2022 to \$28,500 in FY 2023. This line item is based on the current year's sales as well as the current interest in seasonal slip rentals. FY 2021 actual was \$25,398 and FY 2020 was \$19,837.

- c. Marina Beverage and Ice Sales is unchanged from \$5,775 in FY 2022 to \$5,775 in FY 2023. 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 2021 actual was \$706 and FY 2020 was \$4,302.

38. 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 FY22 Adopted and FY23 Recommended budgets are based off of full operations which includes the frozen full time position. The increase from FY22 to FY23 is largely due to replacement of camera related equipment needed and a 50% payment of Viking Dock Winterization per the contract.

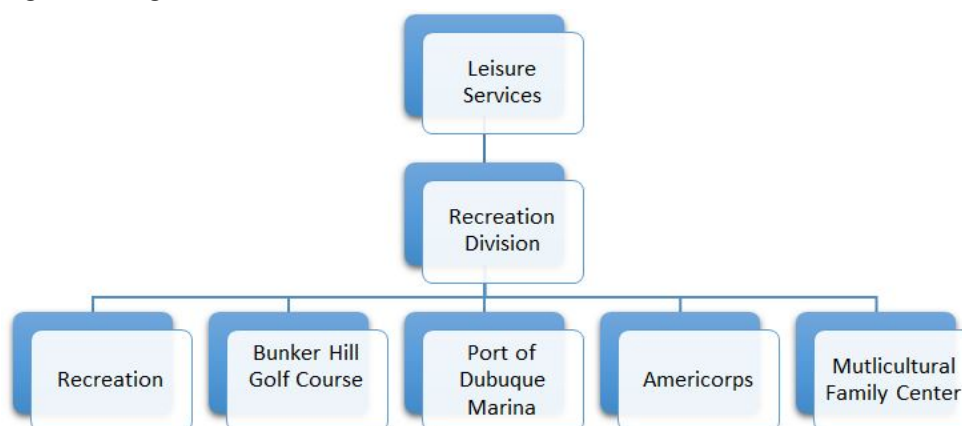
Miscellaneous

39. The FY 2023 percent self-supporting for the various Recreation Activities compared to FY 2022 percent self-supporting is as follows:

Activity	FY 2023	FY 2022
Adult Athletics	50.8 %	71.4 %
McAleece Concessions	133.2 %	144.0 %
Youth Programs	19.0 %	19.1 %
Therapeutic Recreation	30.4 %	31.4 %
Recreation Classes	44.2 %	41.7 %
Swimming	47.5 %	53.5 %
Golf	100.3 %	106.1 %
Port of Dubuque Marina	63.3 %	64.0 %

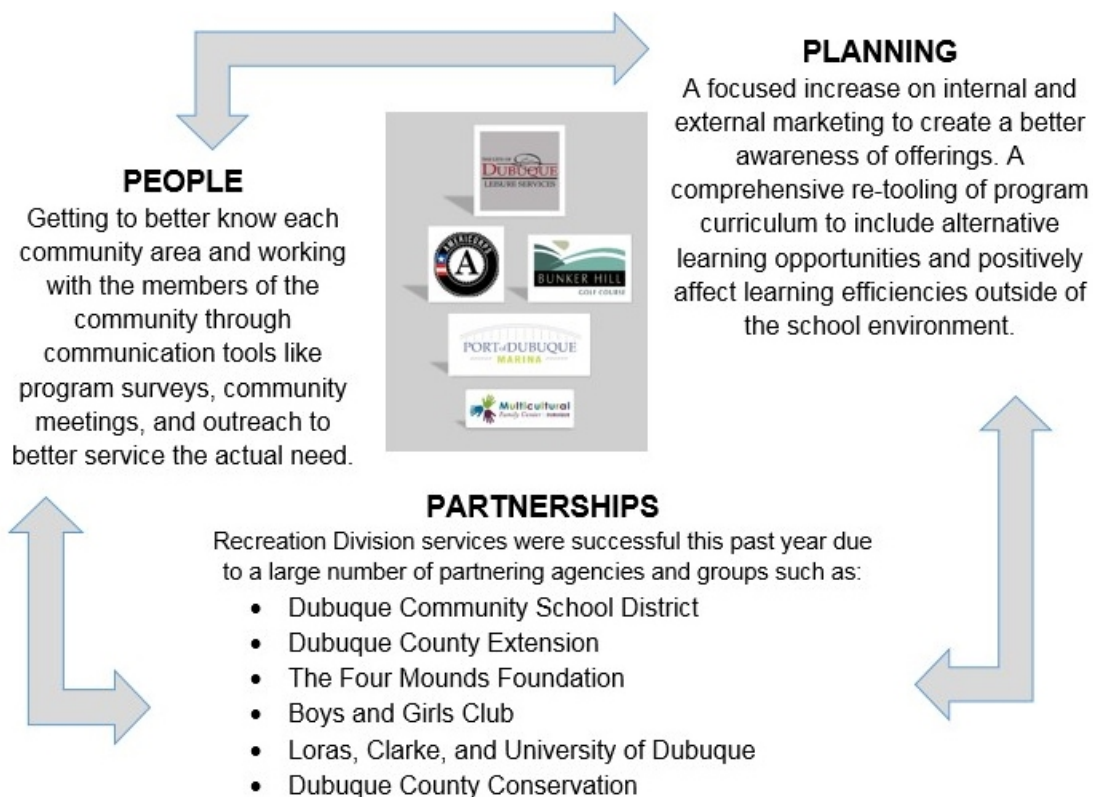
LEISURE SERVICES RECREATION DIVISION

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



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

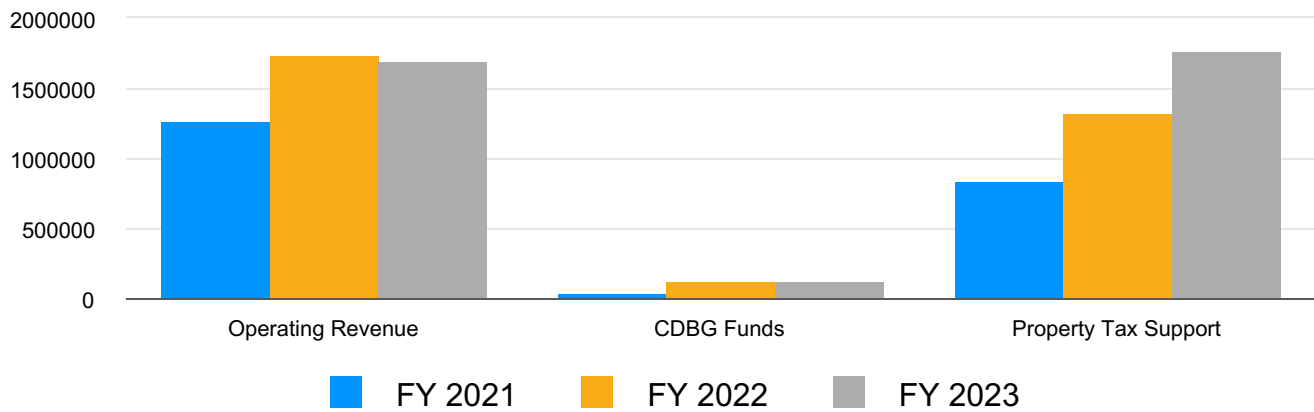
SUCCESS IS ABOUT PLANNING, PARTNERSHIPS AND PEOPLE LEADING TO OUTCOMES



LEISURE SERVICES RECREATION DIVISION

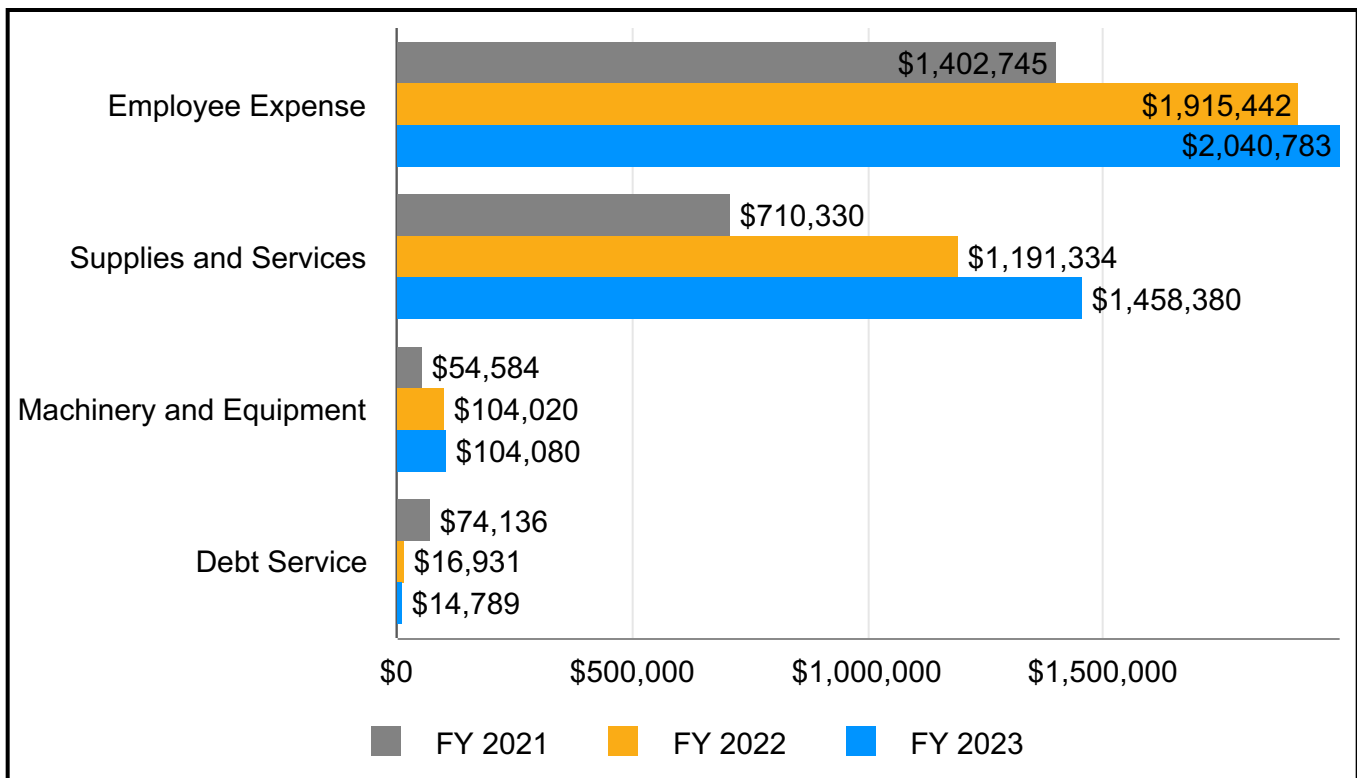
	FY 2021	FY 2022	FY 2023
Full-Time Equivalent	42.95	42.75	42.75

Resources and Property Tax Support



The Recreation Division is supported by 42.75 full-time equivalent employees, which accounts for 56.41% of the department expense as seen below. Overall, the department's expenses are expected to increase by 12.09% in FY 2023 compared to FY 2022.

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 2021 Actual	FY 2022 Budget	FY 2023 Requested
Expenditures	\$1,117,754	\$2,027,058	\$2,128,776
Resources	\$240,611	\$633,737	\$565,025



Recreation Programming Position Summary	
	FY 2023
Lead Administrative Assistant	0.60
Facilities Supervisor	0.33
Customer Service Assistant - 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

RECREATION DIVISION


Recreation Programming

Performance Measures






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

	Performance Measure (KPI)	Target	FY20 Actual	FY21 Actual	FY 2022 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	258	448	600	N/A
	# average total of participation per program offered annually	+ .25	14.23	5.72	9	
	% of annual programs offered running (i.e. not canceled)	+1%	62%	53%	75%	
	# of Rec & Roll trailer deployments	N/A	34	77	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+	20	30	40	

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	\$476,735	\$340,469	\$739,791	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	9	56	60	
	% of total Recreation program low-income registrants who were served by free programs	70%	99%	50%	70%	
	# available scholarships for recreational programming	200	150	200	200	
	% of awarded scholarship credits that were redeemed for recreational programs	100%	14%	36%	100	
	% of total swim passes issued that were purchased by low-income residents	50%	0%	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 2021 Actual	FY 2022 Budget	FY 2023 Requested
Expenditures	\$792,308	882,620	926,353
Resources	\$863,452	936,808	929,407

Bunker Hill Golf Course Position Summary	
	FY 2023
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	FY20 Actual	FY21 Actual	FY 2022 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%	10	0	12	
Youth Camp Participation	+5%	37	34	40	
Participation by Women	+5%	27	29	32	
Couples League	+5%	22	28	32	

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 2021 Actual	FY 2022 Budget	FY 2023 Requested
Expenditures	\$218,534	\$282,918	\$329,914
Resources	\$176,033	\$181,026	\$208,926


Port of Dubuque Marina Position Summary	
	FY 2023
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	FY20 Actual	FY21 Actual	FY 2022 Estimated	Performance Indicator
1 Activity Objective: Become a more visible and high-traffic docking location.					
increase # of docking customers	600	277	363	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%	30%	19%	40%	

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. The Volunteer DBQ Program is a Volunteer Generation Fund grant focused on strengthening Dubuque's Volunteer Infrastructure.

AmeriCorps Funding Summary			
	FY 2021 Actual	FY 2022 Budget	FY 2023 Requested
Expenditures	\$362,477	\$440,950	\$652,443
Resources	\$355,002.43	\$362,355	\$417,704

AmeriCorps Position Summary	
	FY 2023
AmeriCorps Coordinator	1.00
Community Outreach Coordinator	1.00
Comm Diversion/Prevention Coordinator	1.00
Secretary	1.00
AmeriCorps Program Director	1.00
Total FT Equivalent Employees	5.00


Performance Measures

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


Performance Measure (KPI)		Program Year (Sept - Aug)			Performance Indicator	
		Target	2020 - 2021 Actual	2021 - 2022 Actual		2022 - 2023 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	500	15*	250	300	
	% of students participating in the AmeriCorps Campaign for Grade-Level Reading who improved literacy risk levels.	90%	6%*	70%	80%	

*2020-2021 Program implementation and data collection was severely impacted by COVID-19. Only 15 of the 249 students served, only 15 student reached program dosage requirements. Only 1 student improved by a risk level.

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

		Program Year (Sept - Aug)			Performance Indicator	
Performance Measure (KPI)	Target	2020 - 2021 Actual	2021 - 2022 Actual	2022 - 2023 Estimated		
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%	87.5%	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	2427	3,000	

Recommended Operating Revenue Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY20 Actual Revenue	FY21 Actual Revenue	FY22 Adopted Budget	FY23 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

Recommended Operating Revenue Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY20 Actual Revenue	FY21 Actual Revenue	FY22 Adopted Budget	FY23 Recomm'd Budget
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	FY20 Actual Revenue	FY21 Actual Revenue	FY22 Adopted Budget	FY23 Recomm'd Budget
100	45771	FED PASS THRU STATE GRANT	215,743	288,502	203,761	267,913
45	STATE GRANTS	- Total	215,743	288,502	203,761	267,913
100	53102	PRIVATE PARTICIPANT	19,880	66,500	158,594	149,791
100	53201	REFUNDS	0	358	0	0
100	53620	REIMBURSEMENTS-GENERAL	0	47	0	0
53	MISCELLANEOUS	- Total	19,880	66,905	158,594	149,791
AMERICORPS	- Total		235,623	355,407	362,355	417,704

Recommended Operating Expenditure Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY20 Actual Expense	FY21 Actual Expense	FY22 Adopted Budget	FY 23 Recomm'd Budget
100	61010	FULL-TIME EMPLOYEES	562,609	565,080	648,500	668,342
100	61020	PART-TIME EMPLOYEES	130,460	131,465	130,852	135,188
260	61020	PART-TIME EMPLOYEES	30	15,267	0	0
261	61020	PART-TIME EMPLOYEES	0	9,204	0	0
100	61030	SEASONAL EMPLOYEES	444,045	319,814	694,148	776,953
260	61030	SEASONAL EMPLOYEES	32,689	15,392	45,643	47,123
261	61030	SEASONAL EMPLOYEES	0	8,995	0	0
100	61050	OVERTIME PAY	2,961	4,524	3,800	3,800
100	61091	SICK LEAVE PAYOFF	2,770	2,770	0	4,575
100	61096	50% SICK LEAVE PAYOUT	323	398	323	398
100	61310	IPERS	74,950	74,597	97,960	102,547
260	61310	IPERS	2,438	2,730	2,712	2,800
261	61310	IPERS	0	1,688	0	0
100	61320	SOCIAL SECURITY	85,305	76,007	113,034	121,577
260	61320	SOCIAL SECURITY	2,503	2,345	3,492	3,605
261	61320	SOCIAL SECURITY	0	1,392	0	0
100	61410	HEALTH INSURANCE	129,274	126,159	129,409	133,292
100	61415	WORKMENS' COMPENSATION	31,141	31,563	26,748	28,202
260	61415	WORKMENS' COMPENSATION	1,412	0	1,539	1,614
261	61415	WORKMENS' COMPENSATION	0	1,260	0	0
100	61416	LIFE INSURANCE	447	445	578	453
100	61417	UNEMPLOYMENT INSURANCE	11,688	9,596	15,540	7,316
100	61620	UNIFORM ALLOWANCE	0	304	0	0
100	61640	SAFETY EQUIPMENT	3,850	331	900	900
260	61640	SAFETY EQUIPMENT	143	0	0	0
100	61660	EMPLOYEE PHYSICALS	134	1,420	264	2,098
61 - WAGES AND BENEFITS			1,519,171	1,402,745	1,915,442	2,040,783
100	62010	OFFICE SUPPLIES	2,419	2,031	5,745	2,446
260	62010	OFFICE SUPPLIES	186	95	186	186
100	62011	UNIFORM PURCHASES	1,109	1,153	6,310	6,296
100	62030	POSTAGE AND SHIPPING	6,424	1,761	5,773	5,847
260	62030	POSTAGE AND SHIPPING	1,000	0	1,020	1,020
100	62061	DP EQUIP. MAINT CONTRACTS	6,448	9,232	9,232	10,981
100	62062	JANITORIAL SUPPLIES	4,877	7,331	10,500	10,733
260	62062	JANITORIAL SUPPLIES	333	0	340	340
100	62063	SAFETY RELATED SUPPLIES	0	227	0	102
100	62090	PRINTING & BINDING	5,211	419	11,094	9,248
260	62090	PRINTING & BINDING	0	0	195	195
100	62110	COPYING/REPRODUCTION	1,489	1,045	2,044	1,973
100	62130	LEGAL NOTICES & ADS	0	17	0	0
100	62140	PROMOTION	11,027	5,760	18,266	18,266
100	62170	SUBSCRIPTIONS-BOOKS-MAPS	317	18	379	379
100	62190	DUES & MEMBERSHIPS	1,612	2,398	2,423	2,784
100	62204	REFUNDS	41,426	120	0	0
100	62205	DRAM SHOP INSURANCE	7,861	6,432	9,268	8,668

Recommended Operating Expenditure Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY20 Actual Expense	FY21 Actual Expense	FY22 Adopted Budget	FY 23 Recomm'd Budget
100	62206	PROPERTY INSURANCE	11,206	7,556	8,184	12,534
100	62208	GENERAL LIABILITY INSURAN	22,130	21,841	22,991	28,386
260	62208	GENERAL LIABILITY INSURAN	396	0	411	618
261	62208	GENERAL LIABILITY INSURAN	0	389	0	0
100	62210	SALES TAX	38,476	29,046	45,140	44,177
100	62211	PROPERTY TAX	1,932	1,980	1,971	2,020
100	62310	TRAVEL-CONFERENCES	5,639	90	7,140	7,140
100	62320	TRAVEL-CITY BUSINESS	950	0	1,113	1,113
100	62340	MILEAGE/LOCAL TRANSP	4,869	3,283	6,563	6,563
100	62360	EDUCATION & TRAINING	7,445	855	7,431	14,201
100	62411	UTILITY EXP-ELECTRICITY	91,034	49,712	86,246	84,221
100	62412	UTILITY EXP-GAS	16,720	7,948	26,386	30,339
100	62418	UTILITY EXP-REFUSE	1,443	1,335	1,466	1,398
100	62421	TELEPHONE	9,668	13,476	9,667	13,476
100	62431	PROPERTY MAINTENANCE	48,404	71,730	38,310	55,330
100	62433	CUSTODIAL SERVICES	4,888	4,460	5,073	5,165
260	62433	CUSTODIAL SERVICES	2,646	0	2,646	2,646
100	62436	RENTAL OF SPACE	220	660	220	660
100	62511	FUEL, MOTOR VEHICLE	11,105	18,136	12,978	13,628
100	62512	FUEL, OFF ROAD VEHICLE	57,456	97,255	82,000	97,255
100	62513	FUEL, DIESEL	9,600	13,833	15,000	15,750
100	62602	CIGARETTES	348	0	800	800
100	62611	MACH/EQUIP MAINTENANCE	39,776	12,182	21,112	20,987
100	62614	EQUIP MAINT CONTRACT	3,563	4,333	3,151	4,685
100	62624	GOLF SPECIALTY SUPPLIES	12,060	12,370	14,563	12,471
100	62627	CAMERA MAINTENANCE	672	0	897	897
100	62633	CHLORINE	11,023	4,571	12,216	12,216
100	62634	POOL CHEMICALS	2,651	2,186	12,163	12,163
100	62635	TURF CHEMICALS	29,781	29,574	31,000	31,000
100	62642	FOOD PRODUCTS	34,697	18,874	48,051	50,870
100	62643	BEER PRODUCTS	38,783	41,462	46,012	52,100
100	62644	LIQUOR PRODUCTS	2,994	5,329	6,000	6,000
100	62649	BEVERAGE/ICE	16,176	11,417	20,316	19,816
100	62663	SOFTWARE LICENSE EXP	5,628	6,593	13,622	11,817
100	62664	LICENSE/PERMIT FEES	4,496	4,636	5,864	5,853
100	62666	CREDIT CARD CHARGE	24,107	25,006	25,172	31,369
100	62667	DATA SERVICES	6,349	1,751	2,430	2,434
100	62668	PROGRAM EQUIP/SUPPLIES	32,135	19,845	45,574	63,905
260	62668	PROGRAM EQUIP/SUPPLIES	999	1,196	19,770	19,770
261	62668	PROGRAM EQUIP/SUPPLIES	0	812	0	0
100	62669	PROGRAMMING	0	(653)	0	0
100	62670	PRO SHOP MERCHANDISE	37,209	36,141	37,328	38,641
100	62678	EDUCATIONAL MATERIALS	1,368	2,391	2,434	2,434
100	62683	FIELD OPERATIONS SUPPLIES	332	506	1,000	1,500
100	62699	CASH SHORT AND OVER	340	655	0	0

Recommended Operating Expenditure Budget - Department Total

34 - RECREATION DIVISION

Fund	Account	Account Title	FY20 Actual Expense	FY21 Actual Expense	FY22 Adopted Budget	FY 23 Recomm'd Budget
100	62710	CONTRACTOR SERVICES	0	25	0	0
100	62716	CONSULTANT SERVICES	4,533	1,047	4,500	4,500
100	62717	CRIMINAL BACKGROUND CHECK	2,266	1,083	5,800	1,083
400	62721	FINANCIAL CONSULTANT	0	107	0	0
100	62731	MISCELLANEOUS SERVICES	0	0	6,250	6,250
260	62731	MISCELLANEOUS SERVICES	0	0	3,000	3,000
100	62732	TEMP HELP/CONTRACT SERV.	0	0	1,935	1,935
100	62735	GAME OFFICIATING SERVICES	23,814	3,040	34,870	25,070
260	62735	GAME OFFICIATING SERVICES	1,800	0	1,800	1,800
100	62736	CATERING SERVICES	2,085	479	3,170	3,170
100	62747	MACH/EQUIPMENT RENTAL	43,721	37,674	42,351	42,351
100	62751	INSTRUCTORS	44,880	20,845	92,162	89,099
100	62761	PAY TO OTHER AGENCY	452,008	16,580	111,810	311,810
260	62761	PAY TO OTHER AGENCY	63,571	6,572	50,000	50,000
100	62767	ENVIRON. TESTING/MON.	200	80	500	500
62 - SUPPLIES AND SERVICES			1,382,329	710,330	1,191,334	1,458,380
100	63311	ADMIN. OVERHEAD	0	85,043	85,043	85,043
100	63312	LESS ADMIN. RECHARGES	0	(85,043)	(85,043)	(85,043)
63 - ADMIN/OVERHEAD/STORES GAR			0	0	0	0
100	71118	PROJECTOR/CAMERA	0	0	0	1,300
100	71120	PERIPHERALS, COMPUTER	0	148	0	0
100	71124	COMPUTER	0	0	0	5,600
100	71214	FILES	0	0	0	2,800
100	71310	AUTO/JEEP REPLACEMENT	0	0	35,000	0
100	71410	SHOP EQUIPMENT	221	80	0	0
100	71521	REFRIGERATOR	0	0	0	500
100	71522	TRUCKSTER	0	0	9,000	0
100	71550	MISCELLANEOUS EQUIPMENT	5,277	0	1,500	500
100	71611	MOWING EQUIPMENT	26,000	45,634	52,000	53,000
100	71613	TRIMMERS	234	0	500	0
100	71617	AERATOR	7,875	0	0	0
100	71619	OTHER MAINT. EQUIPMENT	7,995	0	0	19,000
100	72414	TELEVISION	0	0	0	3,200
100	72416	VIDEO EQUIPMENT	0	0	0	4,500
100	72417	CAMERA RELATED EQUIPMENT	0	8,722	2,800	7,500
100	72418	TELEPHONE RELATED	214	0	3,220	1,680
100	72610	DEFIBRILLATOR	0	0	0	4,500
71 - EQUIPMENT			47,815	54,584	104,020	104,080
400	74111	PRINCIPAL PAYMENT	12,865	72,005	15,162	13,882
400	74112	INTEREST PAYMENT	2,490	2,132	1,769	907
74 - DEBT SERVICE			15,355	74,136	16,931	14,789
34 - RECREATION DIVISION TOTAL			2,964,671	2,241,795	3,227,727	3,618,032

Recommended Operating Expenditure Budget - Department Total

31 - AMERICORPS

Fund	Account	Account Title	FY20 Actual Expense	FY21 Actual Expense	FY22 Adopted Budget	FY 23 Recomm'd Budget
100	61010	FULL-TIME EMPLOYEES	63,083	68,024	115,688	274,594
100	61020	PART-TIME EMPLOYEES	8,563	18,369	0	0
100	61030	SEASONAL EMPLOYEES	160,439	170,056	209,425	196,385
100	61310	IPERS	6,763	8,156	12,361	25,922
100	61320	SOCIAL SECURITY	17,544	19,413	24,871	36,030
100	61410	HEALTH INSURANCE	13,988	24,547	26,064	67,134
100	61415	WORKMENS' COMPENSATION	8,137	12,235	14,041	10,893
100	61416	LIFE INSURANCE	73	73	110	229
100	61665	OTHER MEDICAL COSTS	0	630	4,800	4,800
61 - WAGES AND BENEFITS			278,591	321,504	407,360	615,987
100	62010	OFFICE SUPPLIES	4,271	697	120	120
100	62011	UNIFORM PURCHASES	6,251	1,569	1,530	1,500
100	62070	OFFICE EQUIP RENTAL	2,826	505	0	1,824
100	62110	COPYING/REPRODUCTION	151	1,903	1,824	0
100	62190	DUES & MEMBERSHIPS	0	1,258	0	0
100	62204	REFUNDS	11,531	2,892	0	0
100	62240	MISCELLANEOUS	3,137	332	0	0
100	62310	TRAVEL-CONFERENCES	3,897	0	4,339	4,194
100	62320	TRAVEL-CITY BUSINESS	710	36	0	0
100	62340	MILEAGE/LOCAL TRANSP	0	23	1,080	1,080
100	62360	EDUCATION & TRAINING	1,855	1,917	3,000	3,145
100	62421	TELEPHONE	668	666	1,344	720
100	62661	MISC. OPER. EXPENS	1,230	0	0	0
100	62663	SOFTWARE LICENSE EXP	74	2,014	784	784
100	62667	DATA SERVICES	980	8,540	6,120	6,244
100	62716	CONSULTANT SERVICES	0	218	0	0
100	62717	CRIMINAL BACKGROUND CHECK	1,426	1,092	2,916	2,862
100	62755	LEADERSHIP TRAINING	0	150	0	0
100	62761	PAY TO OTHER AGENCY	0	3,292	6,313	13,633
261	62765	GRANTS	0	12,000	0	0
62 - SUPPLIES AND SERVICES			39,009	39,102	29,370	36,106
100	71120	PERIPHERALS, COMPUTER	16,471	0	920	0
100	71124	COMPUTER	0	1,871	2,800	0
100	72418	TELEPHONE RELATED	0	0	500	350
71 - EQUIPMENT			16,471	1,871	4,220	350
31 - AMERICORPS TOTAL			334,071	362,477	440,950	652,443

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
EQUIPMENT	—	—	7,500
SUPPLIES AND SERVICES	49,948	75,825	78,848
WAGES AND BENEFITS	13,635	51,984	53,606
POD CSTORE OPERATION	63,583	127,809	139,954
POD DOCK MAINTENANCE - 30560			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	135,659	111,356	144,869
WAGES AND BENEFITS	19,293	43,753	45,091
POD DOCK MAINTENANCE	154,952	155,109	189,960
RECREATION ADMIN. - 34100			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
ADMIN/OVERHEAD/STORES GAR	(85,043)	(85,043)	(85,043)
EQUIPMENT	148	3,220	11,580
SUPPLIES AND SERVICES	51,516	143,988	149,136
WAGES AND BENEFITS	611,009	664,242	693,205
RECREATION ADMIN.	577,630	726,407	768,878
GOLF OPERATIONS - 34200			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	—	—	3,200
SUPPLIES AND SERVICES	190,256	200,333	209,969
WAGES AND BENEFITS	169,590	187,662	191,816
GOLF OPERATIONS	359,846	387,995	404,985
GOLF MAINTENANCE - 34250			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
ADMIN/OVERHEAD/STORES GAR	29,155	29,155	29,155
EQUIPMENT	—	2,800	3,000
SUPPLIES AND SERVICES	47,143	176,790	185,238

Recommended Expenditure Budget Report by Activity & Funding Source

34 - RECREATION DIVISION

WAGES AND BENEFITS	125,580	333,469	394,159
GOLF MAINTENANCE	201,878	542,214	611,552
SWIMMING	- 34300		

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
ADMIN/OVERHEAD/STORES GAR	29,155	29,155	29,155
EQUIPMENT	—	2,800	3,000
SUPPLIES AND SERVICES	47,143	176,790	185,238
WAGES AND BENEFITS	125,580	333,469	394,159
SWIMMING	201,878	542,214	611,552
ADULT ATHLETICS	- 34400		

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
ADMIN/OVERHEAD/STORES GAR	25,129	25,129	25,129
EQUIPMENT	—	1,500	0
SUPPLIES AND SERVICES	25,820	66,485	53,566
WAGES AND BENEFITS	8,407	41,563	47,464
ADULT ATHLETICS	59,356	134,677	126,159
MCALEECE CONCESSIONS	- 34410		

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	—	—	1,000
SUPPLIES AND SERVICES	14,678	25,227	27,069
WAGES AND BENEFITS	7,334	11,623	11,769
MCALEECE CONCESSIONS	22,012	36,850	39,838
YOUTH SPORTS/AFTER SCHOOL- 34420			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	25,501	73,971	67,991
WAGES AND BENEFITS	113,239	175,687	182,345
YOUTH SPORTS/AFTER SCHOOL	138,740	249,658	250,336
THERAPEUTIC/SENIOR PROG - 34430			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	8,722	—	0

Recommended Expenditure Budget Report by Activity & Funding Source

34 - RECREATION DIVISION

SUPPLIES AND SERVICES	27,613	14,962	15,504
WAGES AND BENEFITS	1,422	30,926	31,947
THERAPEUTIC/SENIOR PROG	37,758	45,888	47,451
RECREATION CLASSES	- 34460		

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	—	35,000	5,800
SUPPLIES AND SERVICES	35,417	110,984	131,001
WAGES AND BENEFITS	5,916	12,626	13,044
RECREATION CLASSES	41,334	158,610	149,845
CD TARGET AREA PROG.	- 34500		

FUNDING SOURCE: COMMUNITY DEVELOPMENT

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	4,513	79,368	79,575
WAGES AND BENEFITS	58,273	53,386	55,142
CD TARGET AREA PROG.	62,786	132,754	134,717
DEBT SERVICE	- 34700		

FUNDING SOURCE: DEBT SERVICE

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
DEBT SERVICE	74,136	16,931	14,789
DEBT SERVICE	74,243	16,931	14,789
SENIOR CENTER	- 79180		

FUNDING SOURCE: COMMUNITY DEVELOPMENT

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	15,216	18,200	18,200
SENIOR CENTER \$	15,216.00 \$	18,200.00	18,200
RECREATION DIVISION TOTAL	\$2,241,795	\$3,227,727	\$3,418,032

Recommended Expenditure Budget Report by Activity & Funding Source

31 - AMERICORPS

AMERICORP FORMULA 2021 - 34910

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	3,128	—	—
WAGES AND BENEFITS	86,226	—	—
AMERICORP FORMULA 2021	89,354	—	—
AMERICORP NONGRANT - 34911			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	—	4,220	350
SUPPLIES AND SERVICES	—	3,134	3,134
WAGES AND BENEFITS	6,648	71,953	239,787
AMERICORP NONGRANT	6,648	79,307	243,271
AMERICORP COMP 2021 - 34912			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	1,871	—	—
SUPPLIES AND SERVICES	18,368	—	—
WAGES AND BENEFITS	159,283	—	—
AMERICORP COMP 2021	179,523	—	—
AMERICORP FORM 21/22 - 34913			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
WAGES AND BENEFITS	—	20,235	—
AMERICORP FORM 21/22	—	20,235	—
AMERICORP AARA - 34914			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	—	—	—
SUPPLIES AND SERVICES	14,254	—	32,972
WAGES AND BENEFITS	46,952	—	319,451
AMERICORP REGULAR 18/19	61,206	—	352,423
AMERICORP SUPP 10/11 - 34916			

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	130	—	—

Recommended Expenditure Budget Report by Activity & Funding Source

31 - AMERICORPS

WAGES AND BENEFITS	12,615	—	—
AMERICORP PLANNING 18/19	12,745	—	—
AMERICORP 3	- 34917		

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	3,223	—	—
WAGES AND BENEFITS	9,779	—	56,749
AMERICORP SUMMER 18/19	13,002	—	56,749
AMERICORP COMP 21/22	- 34918		

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
SUPPLIES AND SERVICES	—	26,236	—
WAGES AND BENEFITS	—	315,172	—
AMERICORP COMP 21/22	—	341,408	—
AMERICORPS TOTAL \$	362,477 \$	440,950 \$	652,443

CITY OF DUBUQUE, IOWA
DEPARTMENT DETAIL - PERSONNEL COMPLEMENT

34 RECREATION DIVISION

FD	JC	WP-GR	JOB CLASS	FY 2021		FY 2022		FY 2023	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
61010 Full Time Employee Expense									
100	3375	GE-41	LEISURE SERVICES MANAGER	0.33	\$ 42,992	0.33	\$ 45,948	0.33	\$ 47,841
100	5075	GE-36	RECREATION DIVISION MANAGER	1.00	\$ 89,269	1.00	\$ 90,577	1.00	\$ 93,529
100	2975	GE-33	GOLF COURSE SUPERVISOR	1.00	\$ 79,015	1.00	\$ 80,198	1.00	\$ 78,864
100		GE-33	AQUATIC/THERAP REC SUPV	1.00	\$ 77,510	1.00	\$ 78,670	1.00	\$ 81,230
100		GE-33	FACILITIES SUPERVISOR	1.00	\$ 60,636	1.00	\$ 61,533	1.00	\$ 63,537
100	5000	GE-33	RECREATION PROGRAM SUPV	2.00	\$ 152,010	2.00	\$ 154,286	2.00	\$ 159,572
100	200	GE-26	LEAD SECRETARY	0.60	\$ 27,888	0.60	\$ 28,896	0.60	\$ 33,925
100	225	GE-25	SECRETARY	1.00	\$ 51,009	1.00	\$ 51,747	1.00	\$ 51,365
100		GD-06	GOLF COURSE TECHNICIAN	1.00	\$ 55,674	1.00	\$ 56,645	1.00	\$ 58,479
TOTAL FULL TIME EMPLOYEES				8.93	\$ 636,003	8.93	\$ 648,500	8.93	\$ 668,342
61020 Part Time Employee Expense									
100	225	GE-25	COMMUNICATIONS ASST	0.50	\$ 18,874	0.50	\$ 20,087	0.50	\$ 20,744
100		GD-33	GOLF PROFESSIONAL	0.94	\$ 70,736	0.94	\$ 71,796	0.94	\$ 74,132
100		GD-06	GOLF COURSE TECHNICIAN	0.72	\$ 37,340	0.72	\$ 38,969	0.72	\$ 40,312
TOTAL PART TIME EMPLOYEES				2.16	\$ 126,950	2.16	\$ 130,852	2.16	\$ 135,188
61030 Seasonal Employee Expense									
100	3675	NA-31	HEAD LIFE GUARD	0.44	\$ 6,661	0.44	\$ 6,661	0.44	\$ 6,661
100	3450	NA-25	RECREATION FIELD SUPERVISOR	1.26	\$ 39,986	1.26	\$ 40,587	1.26	\$ 41,905
260	3450	NA-25	RECREATION FIELD SUPERVISOR CDBG	0.61	\$ 16,660	0.61	\$ 16,914	0.61	\$ 17,462
100		NA-23	MARINA CASHIER/CLERK	0.83	\$ 18,611	0.83	\$ 18,882	0.83	\$ 18,882
100		NA-23	DOCK WORKER	0.58	\$ 12,358	0.58	\$ 12,546	0.58	\$ 12,546
100	3700	NA-19	SWIMMING POOL MANAGER	1.35	\$ 41,803	1.35	\$ 42,423	1.35	\$ 50,738
100	3650	NA-17	LIFE GUARD	8.63	\$ 179,864	8.63	\$ 182,512	8.63	\$ 225,243
100	3525	NA-15	JUNIOR RECREATION LEADER	0.92	\$ 15,656	0.92	\$ 15,886	0.92	\$ 16,405
100	890	NA-03	LABORER I	—	\$ —	1.32	\$ 29,010	1.32	\$ 36,932
100	890	NA-01	LABORER TE 2	1.16	\$ 29,452	1.16	\$ 29,864	1.16	\$ 36,695
100	890	NA-03	LABORER TE 1	2.36	\$ 51,133	1.04	\$ 22,910	1.04	\$ 29,098
100	3550	NA-14	RECREATION LEADER	6.11	\$ 131,366	6.32	\$ 137,861	6.32	\$ 142,347
260	3585	NA-35	PRE-SCHOOL INSTRUCTOR CDBG	0.72	\$ 28,308	0.72	\$ 28,729	0.72	\$ 29,661
100		NA-35	PRE-SCHOOL INSTRUCTOR	0.12	\$ 3,907	0.12	\$ 3,967	0.12	\$ 4,096
100	3625	NA-07	POOL CASHIER	1.01	\$ 19,781	1.01	\$ 20,077	1.01	\$ 20,730
100		NA-45	ASSISTANT PRO	1.36	\$ 45,780	1.36	\$ 46,464	1.36	\$ 47,986
100		NA-45	SNACK BAR MANAGER	0.20	\$ 6,009	0.20	\$ 6,009	0.20	\$ 6,009
100		NA-36	CONCESSION MANAGER	0.40	\$ 10,689	0.40	\$ 10,846	0.40	\$ 11,200
100		NA-18	CONCESSION WORKER II	2.07	\$ 36,616	2.07	\$ 36,958	2.07	\$ 37,738
100		NA-28	CLERICAL ASSISTANT	0.22	\$ 5,191	0.22	\$ 5,264	0.22	\$ 5,434
100		NA-45	AFTER SCHOOL SPORTS COORD	0.41	\$ 14,142	—	\$ —	—	\$ —

34 RECREATION DIVISION

FD	JC	WP-GR	JOB CLASS	FY 2021		FY 2022		FY 2023	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
100		NA-27	PLAYGROUND COORDINATOR	0.20	\$ 5,707	0.20	\$ 5,791	0.20	\$ 5,978
100		NA-27	ASSIST PLAYGROUND COORD	0.10	\$ 2,506	0.10	\$ 2,542	0.10	\$ 2,624
100		NA-18	PRO SHOP ATTENDANT	0.80	\$ 16,905	0.80	\$ 17,154	0.80	\$ 17,706
TOTAL SEASONAL EMPLOYEES				31.86	\$ 739,091	31.66	\$ 739,857	31.66	\$ 824,076
TOTAL RECREATION DIVISION				42.95	\$ 1,502,044	42.75	\$ 1,519,209	42.75	\$ 1,627,606

31 AMERICORPS

61010 Full Time Employee Expense

100	1185		AMERICORPS PROGRAM DIRECTOR	1.00	\$ 63,099	1.00	\$ 70,601	1.00	\$ 72,830
100		GE-33	COMM DIVERSION/PREVENT COORD	—	\$ —	—	\$ —	1.00	\$ 67,108
100		GE-25	SECRETARY	—	\$ —	—	\$ —	1.00	\$ 40,378
100		NA-28	AMERICORPS COORDINATOR	—	\$ —	—	\$ —	1.00	\$ 51,329
100		GE-28	COMMUNITY OUTREACH COORD	—	\$ —	1.00	\$ 44,641	1.00	\$ 46,082
TOTAL FULL TIME EMPLOYEES				1.00	\$ 63,099	2.00	\$ 115,242	5.00	\$ 277,727

61020 Part Time Employee Expense

100		NA-28	AMERICORPS COORDINATOR	—	\$ —	0.28	\$ 13,007	—	\$ —
TOTAL PART TIME EMPLOYEES				—	\$ —	0.28	\$ 13,007	—	\$ —

TOTAL AMERICORPS DIVISION

1.00	\$ 63,099	2.28	\$ 128,249	5.00	\$ 277,727
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TOTAL RECREATION AND AMERICORPS

43.95	\$ 1,565,143	45.03	\$ 1,647,458	47.75	\$ 1,905,333
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CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

						FY 2021		FY 2022		FY 2023	
ACCT	FD	JC	WP-GR	POSITION CLASS		FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
Recreation Administration-FT											
10034100	61010	100	200	GE-28	LEAD SECRETARY	0.60	\$ 27,888	0.60	\$ 28,896	0.60	\$ 33,925
10034100	61010	100		GE-33	FACILITIES SUPERVISOR	0.33	\$ 20,010	0.33	\$ 20,306	0.33	\$ 20,967
10034100	61010	100	225	GE-25	SECRETARY	1.00	\$ 51,009	1.00	\$ 51,747	1.00	\$ 51,365
10034100	61010	100	4,280	GE-33	RECREATION PROGRAM SUPV	2.00	\$ 152,010	2.00	\$ 154,286	2.00	\$ 159,572
10034100	61010	100	1,080	GE-33	AQUATIC/THERAP REC SUPV	1.00	\$ 77,510	1.00	\$ 78,670	1.00	\$ 81,230
10034100	61010	100	3375	GE-44	LEISURE SERVICES MANAGER	0.33	\$ 42,992	0.33	\$ 45,948	0.33	\$ 47,841
10034100	61010	100	5075	GE-36	RECREATION DIVISION MANAGER	1.00	\$ 89,269	1.00	\$ 90,577	1.00	\$ 93,529
Total						6.26	\$ 460,688	6.26	\$ 470,430	6.26	\$ 488,429
Recreation Administration-PT											
10034100	61020	100	225	GE-25	COMMUNICATIONS ASST	0.50	\$ 18,874	0.50	\$ 20,087	0.50	\$ 20,744
Total						0.50	\$ 18,874	0.50	\$ 20,087	0.50	\$ 20,744
Recreation Administration-Seasonal											
10034100	61030	100		NA-28	CLERICAL ASSISTANT	0.22	\$ 5,191	0.22	\$ 5,264	0.22	\$ 5,434
Total						0.22	\$ 5,191	0.22	\$ 5,264	0.22	\$ 5,434
Golf Operations-Seasonal											
10034200	61030	100		NA-45	ASSISTANT PRO	1.36	\$ 45,780	1.36	\$ 46,464	1.36	\$ 47,986
10034200	61030	100		NA-39	CONCESSION WORKER II	0.84	\$ 12,716	0.84	\$ 12,716	0.84	\$ 12,716
10034200	61030	100		NA-18	PRO SHOP ATTENDANT	0.80	\$ 16,905	0.80	\$ 17,154	0.80	\$ 17,706
Total						3.00	\$ 75,401	3.00	\$ 76,334	3.00	\$ 78,408
Golf Operations-PT											
10034200	61020	100	2,625	GE-33	GOLF PROFESSIONAL	0.94	\$ 70,736	0.94	\$ 71,796	0.94	\$ 74,132
Total						0.94	\$ 70,736	0.94	\$ 71,796	0.94	\$ 74,132
Golf Maintenance-FT											
10034250	61010	100	2975	GE-33	GOLF COURSE SUPERVISOR	1.00	\$ 79,015	1.00	\$ 80,198	1.00	\$ 78,864
10034250	61010	100	2622	GD-06	GOLF COURSE TECHNICIAN	1.00	\$ 55,674	1.00	\$ 56,645	1.00	\$ 58,479
Total						2.00	\$ 134,689	2.00	\$ 136,843	2.00	\$ 137,343
Golf Maintenance-PT											
10034250	61020		100		GOLF COURSE TECHNICIAN	0.72	\$ 37,340	0.72	\$ 38,969	0.72	\$ 40,312
Total						0.72	\$ 37,340	0.72	\$ 38,969	0.72	\$ 40,312
Golf Maintenance-Seasonal											
10034250	61030	100	890	NA-08	LABORER TE 2	1.16	\$ 29,452	1.16	\$ 29,864	1.16	\$ 36,695
10034250	61030	100	890	NA-12	LABORER TE 1	1.04	\$ 22,562	1.04	\$ 22,910	1.04	\$ 29,098
Total						2.20	\$ 52,014	2.20	\$ 52,774	2.20	\$ 65,793

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2021		FY 2022		FY 2023		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Swimming-Seasonal											
10034300	61030	100	3675	NA-39	HEAD LIFE GUARD	0.44	\$ 6,661	0.44	\$ 6,661	0.44	\$ 6,661
10034300	61030	100		NA-36	CONCESSION MANAGER	0.40	\$ 10,689	0.40	\$ 10,846	0.40	\$ 11,200
10034300	61030	100		NA-18	CONCESSION WORKER II	1.04	\$ 20,016	1.04	\$ 20,299	1.04	\$ 20,952
10034300	61030	100	3650	NA-17	LIFE GUARD	8.63	\$ 179,864	8.63	\$ 182,512	8.63	\$ 225,243
10034300	61030	100	3625	NA-07	POOL CASHIER	1.01	\$ 19,781	1.01	\$ 20,077	1.01	\$ 20,730
10034300	61030	100	890	NA-12	LABORER I	0.48	\$ 10,413	0.48	\$ 10,574	0.48	\$ 13,430
10034300	61030	100	3700	NA-43	SWIMMING POOL MANAGER	1.35	\$ 41,803	1.35	\$ 42,423	1.35	\$ 50,738
Total						13.35	\$ 289,227	13.35	\$ 293,392	13.35	\$ 348,954
Adult Athletics-Seasonal											
10034400	61030	100	3450	NA-25	RECREATION FIELD SUPERVISOR	0.43	\$ 11,607	0.43	\$ 11,785	0.43	\$ 12,166
10034400	61030	100	890	NA-12	LABORER I	0.75	\$ 16,271	0.75	\$ 16,521	0.75	\$ 20,984
10034400	61030	100	3550	NA-14	RECREATION LEADER	0.35	\$ 7,527	0.35	\$ 7,637	0.35	\$ 7,885
Total						1.53	\$ 35,405	1.53	\$ 35,943	1.53	\$ 41,035
McAleece Concessions-Seasonal											
10034410	61030	100		NA-42	SNACK BAR MANAGER	0.20	\$ 6,009	0.20	\$ 6,009	0.20	\$ 6,009
10034410	61030	100		NA-18	CONCESSION WORKER II	0.19	\$ 3,884	0.19	\$ 3,943	0.19	\$ 4,070
Total						0.39	\$ 9,893	0.39	\$ 9,952	0.39	\$ 10,079
Youth Sports-Seasonal											
10034420	61030	100	3525	NA-15	JUNIOR RECREATION LEADER	0.92	\$ 15,656	0.92	\$ 15,886	0.92	\$ 16,405
10034420	61030	100		NA-27	PLAYGROUND COORDINATOR	0.20	\$ 5,707	0.20	\$ 5,791	0.20	\$ 5,978
10034420	61030	100		NA-27	ASSIST PLAYGROUND COORD	0.10	\$ 2,506	0.10	\$ 2,542	0.10	\$ 2,624
10034420	61030	100		NA-45	AFTER SCHOOL SPORTS COORD	0.41	\$ 14,142	—	\$ —	—	\$ —
10034420	61030	100		NA-12	LABORER I	0.09	\$ 1,887	0.09	\$ 1,915	0.09	\$ 2,518
10034420	61030	100	3450	NA-25	RECREATION FIELD SUPERVISOR	0.45	\$ 16,192	0.45	\$ 16,432	0.45	\$ 16,967
10034420	61030	100	3550	NA-14	RECREATION LEADER	4.85	\$ 104,306	5.06	\$ 110,407	5.06	\$ 113,999
Total						7.02	\$ 160,396	6.82	\$ 152,973	6.82	\$ 158,491
Therapeutic Activity-Seasonal											
10034430	61030	100		NA-25	RECREATION FIELD SUPERVISOR	0.15	\$ 5,769	0.15	\$ 5,854	0.15	\$ 6,045
10034430	61030	100		NA-14	RECREATION LEADER	0.91	\$ 19,533	0.91	\$ 19,817	0.91	\$ 20,463
Total						1.06	\$ 25,302	1.06	\$ 25,671	1.06	\$ 26,508
Recreation Classes-Seasonal											

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

						FY 2021		FY 2022		FY 2023	
ACCT	FD	JC	WP-GR	POSITION CLASS		FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
10034460	\$61,030	100.00	\$3,585	NA-35	PRE-SCHOOL INSTRUCTOR	0.12	\$ 3,907	0.12	\$ 3,967	0.12	\$ 4,096
10034460	61030	100		NA-25	RECREATION FIELD SUPERVISOR	0.24	\$ 6,418	0.24	\$ 6,516	0.24	\$ 6,727
Total						0.36	\$ 10,325	0.36	\$ 10,483	0.36	\$ 10,823
Port of Dubuque Marina Dock Maintenance-FT											
10030560	61010	100		GE-33	FACILITIES SUPERVISOR	0.33	\$ 20,010	0.33	\$ 20,306	0.33	\$ 20,967
Total						0.33	\$ 20,010	0.33	\$ 20,306	0.33	\$ 20,967
Port of Dubuque Marina Dock Maintenance- Seasonal											
10030560	61030	100		NA-23	DOCK WORKER	0.58	\$ 12,358	0.58	\$ 12,546	0.58	\$ 12,546
Total						0.58	\$ 12,358	0.58	\$ 12,546	0.58	\$ 12,546
Port of Dubuque Marina Convenience Store -FT											
10030550	61010	100		GE-33	FACILITIES SUPERVISOR	0.34	\$ 20,616	0.34	\$ 20,921	0.34	\$ 21,603
Total						0.34	\$ 20,616	0.34	\$ 20,921	0.34	\$ 21,603
Port of Dubuque Marina Convenience Store- Seasonal											
10030550	61030	100		NA-23	MARINA CASHIER/CLERK	0.83	\$ 18,611	0.83	\$ 18,882	0.83	\$ 18,882
Total						0.83	\$ 18,611	0.83	\$ 18,882	0.83	\$ 18,882
CD Target Area Programs-Seasonal											
26034500	61030	260	3585	NA-35	PRE-SCHOOL INSTRUCTOR CDBG	0.72	\$ 28,308	0.72	\$ 28,729	0.72	\$ 29,661
26034500	61030	260	3450	NA-25	RECREATION FIELD SUPERVISOR CDBG	0.61	\$ 16,660	0.61	\$ 16,914	0.61	\$ 17,462
Total						1.33	\$ 44,968	1.33	\$ 45,643	1.33	\$ 47,123
AmeriCorps - FT											
10034910	61010	100	1185		AMERICORPS PROGRAM DIRECTOR	0.10	\$ 6,310	—	\$ —	—	\$ —
10034911	61010	100	1185		AMERICORPS PROGRAM DIRECTOR	0.06	\$ 3,786	0.06	\$ 4,223	0.07	\$ 5,372
10034911	61010	100			COMMUNITY OUTREACH COORD	—	\$ —	1.00	\$ 44,641	1.00	\$ 46,082
10034911	61010				COMM DIVERSION/ PREVENT COORD	—	\$ —	—	\$ —	1.00	\$ 67,108
10034911	61010				SECRETARY	—	\$ —	—	\$ —	1.00	\$ 40,378
10034911	61010	100	1185		AMERICORPS COORDINATOR	—	\$ —	—	\$ —	0.15	\$ 10,344
10034912	61010	100	1185		AMERICORPS PROGRAM DIRECTOR	0.84	\$ 53,003	—	\$ —	—	\$ —
10034913	61010	100	1185		AMERICORPS COORDINATOR	—	\$ —	—	\$ —	0.20	\$ 9,652
10034913	61010	100	1185		AMERICORPS PROGRAM DIRECTOR	—	\$ —	—	\$ —	0.81	\$ 59,122

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

					FY 2021		FY 2022		FY 2023	
ACCT	FD	JC	WP-GR	POSITION CLASS	FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
10034918	61010	100	1185	AMERICORPS COORDINATOR	—	\$ —	0.12	\$ 8,580	0.65	\$ 31,333
10034918	61010	100	1185	AMERICORPS PROGRAM DIRECTOR	—	\$ —	0.82	\$ 57,798	0.11	\$ 8,336
Total					1.00	\$ 63,099	2.00	\$ 115,242	5.00	\$ 277,727
AmeriCorps - PT										
10034913	61010	100	1185	AMERICORPS COORDINATOR	—	\$ —	0.11	\$ 5,136	—	\$ —
10034918	61010	100	1185	AMERICORPS COORDINATOR	—	\$ —	0.17	\$ 7,871	—	\$ —
Total					—	\$ —	0.28	\$ 13,007	—	\$ —
TOTAL RECREATION DIVISION					43.95	\$1,565,143	45.03	\$ 1,647,458	47.75	\$ 1,905,333

Capital Improvement Projects by Department/Division					
RECREATION DIVISION					
CIP Number	Capital Improvement Project Title	FY 20 Actual Expense	FY 21 Actual Expense	FY 22 Adopted Budget	FY 23 Recomm'd Budget
1012886	LS DEFERRED MAINT ASSESS	—	—	90,000	—
1021456	SUTTON ZERO DEPTH SURVEY	—	—	—	1,500
1021530	GOLF COURSE IRRIGATION	12,983	1,793	—	—
1021563	FLORA-WATERSLIDE PUMP	—	—	—	2,000
1021890	F&S ANNUAL MAINTENANCE	—	46,196	30,000	135,000
1022120	FLORA POOL-SAND PLAYGRND	—	—	—	—
1022648	F&S POOL ASSESSMENTS	—	—	—	—
1022832	BUNKER HILL IMPROVEMENTS	—	—	—	—
1022834	REC OPERATING SYSTEM	—	—	—	—
1022885	POD DOCK MAINTENANCE	—	—	10,000	—
1022887	QUALITY OF LIFE ASSESS	—	—	40,000	—
1022888	EB LYONS SLOPE STABILIZE	—	—	49,500	—
3501058	BUNKER HILL REMODELING	—	—	30,000	—
3501446	FLORA/SUTTON POOL HEATERS	—	—	—	—
3701527	GOLF TEE IMPROVEMENTS	—	—	10,000	—
3701530	GOLF COURSE IRRIGATION	—	—	—	—
3702001	BUNKER CART PATHS	—	—	10,000	—
RECREATION DIVISION TOTAL		12,983	47,989	269,500	138,500

PROGRAM/ DEPT	PROJECT DESCRIPTION	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL	PAGE
RECREATION DIVISION								
Culture and Recreation								
Swimming Pools								
	Flora and Sutton Pools Annual Maintenance	\$ 135,000	\$ —	\$ —	\$ —	\$ —	\$ 135,000	90
	Flora & Sutton Filter Tank Replacement	\$ —	\$ 200,000	\$ —	\$ —	\$ —	\$ 200,000	91
	Flora - Water Playground	\$ —	\$ —	\$ —	\$ 150,000	\$ 150,000	\$ 300,000	92
	Flora & Sutton Admissions Counter Reconstruction - ADA	\$ —	\$ —	\$ —	\$ —	\$ 10,000	\$ 10,000	93
	Flora & Sutton Renovate Locker Rooms	\$ —	\$ —	\$ —	\$ —	\$ 60,000	\$ 60,000	94
	Sutton Pool Zero Depth Survey & Remediation	\$ 1,500	\$ —	\$ —	\$ —	\$ 40,000	\$ 41,500	95
	Flora Pool Water Slide Assessment & Repairs	\$ 2,000	\$ —	\$ —	\$ —	\$ 50,000	\$ 52,000	96
Bunker Hill Golf Course								
	Bunker Hill-Construct Cart Paths	\$ —	\$ —	\$ 10,000	\$ —	\$ 10,000	\$ 20,000	97
	Bunker Hill Range Project	\$ —	\$ —	\$ 72,170	\$ —	\$ —	\$ 72,170	98
	Bunker Hill Golf Course - Tee Improvements	\$ —	\$ 10,000	\$ —	\$ 10,000	\$ —	\$ 20,000	99
	Bunker Hill-Material Storage Reno	\$ —	\$ —	\$ —	\$ 15,000	\$ —	\$ 15,000	100
Port of Dubuque								
	Port of Dubuque Marina - Dock Maintenance	\$ —	\$ 10,000	\$ 10,000	\$ —	\$ —	\$ 20,000	101
	Port of Dubuque Flood Wall Dubuque Welcome Sign	\$ —	\$ —	\$ —	\$ 30,000	\$ —	\$ 30,000	102
	TOTAL	\$ 138,500	\$ 220,000	\$ 92,170	\$ 205,000	\$ 320,000	\$ 975,670	

Multicultural Family Center

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MULTICULTURAL FAMILY CENTER

Budget Highlights	FY 2021 Actual	FY 2022 Budget	FY 2023 Requested	% Change From FY 2022 Budget
<u>Expenses</u>				
Employee Expense	237,499	354,500	367,095	3.6%
Supplies and Services	7,542	35,774	39,322	9.9%
Equipment	1,035	8,120	—	0.0%
Custodial	36,465	100,290	100,430	0.1%
Utilities	19,723	51,440	62,215	20.9%
Property Insurance/Maintenance	21,628	17,858	80,512	350.8%
Total Expenses	323,892	567,982	649,574	14.4%
<u>Resources</u>				
Contribution from Board of Directors	6,430	23,717	—	0.0%
Miscellaneous Revenue	—	7,341	7,341	0.0%
Total Resources	6,430	31,058	7,341	-76.4%
Property Tax Support	317,462	544,265	642,233	97,968
Percent Increase (Decrease)				18.0%
Personnel - Authorized FTE	4.05	5.05	5.05	

Improvement Package Summary

1 of 1

This improvement request is for reduction of revenue provided by the Multicultural Family Center (MFC) Board for the STEP Coordinator \$9,002 and the 2nd and 3rd year of the three year commitment of \$15,000 a year toward the Teen Coordinator position. The Summer Teen Empowerment Program (STEP) is a 6 week program for teens sponsored and paid for the the MFC Board. The program is service-learning based and focused on life skills with an emphasis on community building, workforce readiness and social and emotional learning. The MFC teen program has opportunities for career readiness, college prep, trades and other career opportunity exploration as well as life skills, decision making skills, positive free time activities, and more. This improvement package relates to city council goal of Robust Local Economy: Embrace diverse populations to support a diverse multicultural workforce with equitable opportunities.

Related Cost:	\$ 24,002	Tax Funds	Recurring	Recommend - Yes
Net Cost:	<u>\$ 24,002</u>			
Property Tax Impact:	\$ 0.0094	0.10%		
Activity: Multicultural Family Center				

Significant Line Items

Employee Expense

1. FY 2023 employee expense reflects a 3.25% wage package increase.
2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2022 The employee contribution of 6.29% is unchanged from FY 2022.

3. The City portion of health insurance increased from \$1,086 in FY 2022 to \$1,119 in FY 2023 per month per contract which results in an annual cost increase of \$1,188 or 3.0%.

Supplies & Services

4. Utilities expense increased from \$51,440 in FY 2022 to \$62,215 in FY 2023 based on FY 2022 budget plus an increase due to building expansion, additional operating service level requirements, and hosting large events on-site. This is further broken down by electricity expense (\$45,000), gas expense (\$16,500), and stormwater expense (\$715).
5. Property Insurance and Maintenance increased from \$17,858 in FY 2022 to \$80,512 in FY 2023 based on FY 2021 actual of \$21,628 plus an increase due to building expansion, additional operating service level requirements, and hosting large events on-site. This line item budget includes property maintenance (\$28,000), janitorial supplies (\$6,200), and fire suppression (\$4,200). New expenditure budget line items included in FY 2023 include HVAC maintenance (\$5,600), machine/equipment maintenance (\$15,000), equipment maintenance contracts (\$1,725), and building construction contract expense (\$8,000).

Revenue

6. General Reimbursement Revenue (\$0) previously included contributions from the Multicultural Family Center Board of Directors for the STEP Coordinator in the amount of \$9,002 and Teen Coordinator in the amount of \$15,000, which are recommended in FY23 to be general funded.
7. Meeting Room Fees are unchanged from \$7,341 in FY 2022 to \$7,341 in FY 2023.

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LEISURE SERVICES RECREATION DIVISION

Multicultural Family Center (MFC)

	FY 2021	FY 2022	FY 2023
Full-Time Equivalent	4.05	5.05	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 2021 Actual	FY 2022 Budget	FY 2023 Requested
Expenditures	\$246,076	\$398,394	\$406,417
Resources	\$6,430	\$31,058	\$7,341



Multicultural Family Center Position Summary	
	FY 2023
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 2020 Actual	CY 2021 Actual	CY 2022 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	13 (1700)	*8 (1560)	*20	

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%	90% (19 teens out of 21)	*94% (33 out of 35)	*85%	
85% of participating teens will increase their understanding of how to manage their bank account and earn the savings match.	85%	76% (16 out of 21)	*83% (29 out of 35)	*85%	

*CY 21 Objective 1: Multicultural Family Center (MFC) events continue to be impacted by the pandemic, reducing special event programming.

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Recommended Operating Revenue Budget - Department Total

29 - MULTICULTURAL FAMILY CTR

Fund	Account	Account Title	FY20 Actual Revenue	FY21 Actual Revenue	FY22 Adopted Budget	FY23 Recomm'd Budget
100	51953	MEETING ROOM FEES	0	0	7,341	7,341
51	CHARGES FOR SERVICES	- Total	0	0	7,341	7,341
100	53620	REIMBURSEMENTS-GENERAL	7,847	6,430	23,717	0
53	MISCELLANEOUS	- Total	7,847	6,430	23,717	0
MULTICULTURAL FAMILY CTR - Total			7,847	6,430	31,058	7,341

Recommended Operating Expenditure Budget - Department Total

29 - MULTICULTURAL FAMILY CTR

Fund	Account	Account Title	FY20 Actual Expense	FY21 Actual Expense	FY22 Adopted Budget	FY 23 Recomm'd Budget
100	61010	FULL-TIME EMPLOYEES	127,837	135,212	188,076	197,909
100	61020	PART-TIME EMPLOYEES	41,080	40,855	47,611	65,410
100	61030	SEASONAL EMPLOYEES	8,886	6,230	32,121	14,105
100	61080	COVID19 EMP QUARANT/TREAT	1,481	0	0	0
100	61310	IPERS	15,946	16,621	26,541	27,494
100	61320	SOCIAL SECURITY	12,947	13,221	20,488	21,223
100	61410	HEALTH INSURANCE	21,672	24,592	39,096	40,284
100	61415	WORKMENS' COMPENSATION	492	639	439	532
100	61416	LIFE INSURANCE	129	129	128	138
100	61640	SAFETY EQUIPMENT	44	0	0	0
61 - WAGES AND BENEFITS			230,512	237,499	354,500	367,095
100	62010	OFFICE SUPPLIES	394	1,036	2,000	2,000
100	62061	DP EQUIP. MAINT CONTRACTS	1,697	2,429	2,429	2,890
100	62090	PRINTING & BINDING	1,146	0	1,803	0
100	62110	COPYING/REPRODUCTION	151	156	200	156
100	62130	LEGAL NOTICES & ADS	2,681	350	1,400	1,400
100	62140	PROMOTION	0	0	0	1,803
100	62190	DUES & MEMBERSHIPS	120	120	125	125
100	62310	TRAVEL-CONFERENCES	0	0	6,500	8,000
100	62340	MILEAGE/LOCAL TRANSP	245	428	1,200	1,700
100	62360	EDUCATION & TRAINING	1,796	716	3,120	3,120
100	62421	TELEPHONE	1,374	1,313	2,030	1,872
100	62436	RENTAL OF SPACE	378	441	504	441
100	62663	SOFTWARE LICENSE EXP	55	12	2,555	3,110
100	62664	LICENSE/PERMIT FEES	0	0	0	800
100	62667	DATA SERVICES	458	309	858	480
100	62668	PROGRAM EQUIP/SUPPLIES	2,255	232	3,200	3,200
100	62717	CRIMINAL BACKGROUND CHECK	391	0	500	500
100	62761	PAY TO OTHER AGENCY	2,700	0	7,350	7,725
62 - SUPPLIES AND SERVICES			15,840	7,542	35,774	39,322
100	71120	PERIPHERALS, COMPUTER	0	74	920	0
100	71124	COMPUTER	0	0	6,000	0
100	71212	SIDE CHAIRS	0	945	0	0
100	72418	TELEPHONE RELATED	27	16	1,200	0
71 - EQUIPMENT			27	1,035	8,120	0
29 - MULTICULTURAL FAMILY CTR TOTAL			246,379	246,076	398,394	406,417

Recommended Expenditure Budget Report by Activity & Funding Source

29 - MULTICULTURAL FAMILY CTR

MULTICULTURAL FAMILY CTR - 34600

FUNDING SOURCE: GENERAL

Account	FY21 Actual Expense	FY22 Adopted Budget	FY23 Recomm'd Budget
EQUIPMENT	1,035	8,120	—
SUPPLIES AND SERVICES	7,542	35,774	39,322
WAGES AND BENEFITS	237,499	354,500	367,095
MULTICULTURAL FAMILY CTR	246,076	398,394	406,417
MULTICULTURAL FAMILY CTR TOTAL	\$246,076	\$398,394	\$406,417

29 MULTI CULTURAL FAMILY CENTER DIVISION

FD	JC	WP-GR	JOB CLASS	FY 2021		FY 2022		FY 2023	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
61010 Full Time Employee Expense									
100	1310	GE-29	ASST DIR MULTICULTURAL FAMILY CTR	1.00	\$61,242	1.00	\$62,148	1.00	\$64,173
100		GE-28	TEEN COORDINATOR	0.00	\$0	1.00	\$44,641	1.00	\$46,082
100	3530	GE-35	DIR MULTICULTURAL FAMILY CENTER	1.00	\$73,951	1.00	\$81,287	1.00	\$87,654
TOTAL FULL TIME EMPLOYEES				2.00	\$135,193	3.00	\$188,076	3.00	\$197,909
61020 Part Time Employee Expense									
100	1310	GE-29	ASST DIR MULTICULTURAL FAMILY CTR	0.00	\$0	0.00	\$0	0.00	\$0
100		NA-44	RECEPTIONIST	0.48	\$18,191	0.48	\$18,462	0.48	\$16,246
100	3450	NA-25	RECREATION FIELD SUPERVISOR	1.22	\$46,922	1.22	\$47,611	1.22	\$49,164
TOTAL PART TIME EMPLOYEES				1.70	\$65,113	1.70	\$66,073	1.70	\$65,410
61030 Seasonal Employee Expense									
100	3450	NA-25	RECREATION FIELD SUPERVISOR MFC	0.35	\$13,462	0.35	\$13,659	0.35	\$14,105
TOTAL SEASONAL EMPLOYEES				0.35	\$13,462	0.35	\$13,659	0.35	\$14,105
TOTAL MFC DIVISION				4.05	\$213,768	5.05	\$267,808	5.05	\$277,424

CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2021		FY 2022		FY 2023		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Multicultural Family Center - FT											
1003460	61010	100	1310	GE-29	ASST DIR MULTICULTURAL FAMILY CTR	1.00	61,242	1.00	62,148	1.00	64,173
1003460	61010	100		GE-28	TEEN COORDINATOR	—	—	1.00	44,641	1.00	46,082
1003460	61010	100	3530	GE-35	DIR MULTICULTURAL FAMILY CENTER	1.00	73,951	1.00	81,287	1.00	87,654
Total						2.00	\$ 135,193	3.00	\$ 188,076	3.00	\$ 197,909
Multicultural Family Center - PT											
1003460	61020	100	1310	GE-29	ASST DIR MULTICULTURAL CTR	—	—	—	—	—	—
1003460	61020	100		NA-44	RECEPTIONIST	0.48	18,191	0.48	18,462	0.48	16,246
1003460	61020	100	3450	NA-25	RECREATION FIELD SUPERVISOR	1.22	46,922	1.22	47,611	1.22	49,164
Total						1.70	\$ 65,113	1.70	\$ 66,073	1.70	\$ 65,410
Multicultural Family Center - Seasonal											
1003460	61030	100	3450	NA-25	RECREATION FIELD SUPERVISOR MFC	0.35	13,462	0.35	13,659	0.35	14,105
Total						0.35	\$13,462	0.35	\$13,659	0.35	\$14,105
Subtotal MFC Only						4.05	\$ 213,768	5.05	\$ 267,808	5.05	\$ 277,424

Capital Improvement Projects by Department/Division					
Multicultural Family Center					
CIP Number	Capital Improvement Project Title	FY 20 Actual Expense	FY 21 Actual Expense	FY 22 Adopted Budget	FY 23 Recomm'd Budget
2602833	MFC SIDEWALK CONCRETE IMP	—	—	—	—
3502884	MFC SECURITY CAMERAS	—	—	35,000	—
3502883	MFC TUCKPOINTING	—	—	35,200	—
3601976	MULTICULTURAL FAMILY CTR	151,237	24,991	—	—
3602742	MFC ADDITION REMODEL	1,104,092	402,037	—	—
MULTICULTURAL FAMILY CTR TOTAL		1,255,329	427,028	70,200	—

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