

COMMUNITY SERVICES

TOTAL EXPENDITURES

\$5,746,316

DIVISION/FUND	ACTUAL 14-15	BUDGET 15-16	BASE 16-17	REQUESTS 16-17	BUDGET 16-17
Library	1,364,947	1,454,369	1,571,435	10,000	1,581,435
Parks	1,291,379	1,489,464	1,416,543	60,936	1,477,479
Recreation	847,778	717,362	589,382	55,170	644,552
Aquatics	399,221	412,056	417,831	-	417,831
Senior Center	225,036	237,779	280,241	-	280,241
Tourism Administration	365,879	457,545	372,849	16,000	388,849
Old Bedford School (OBS)	286,558	266,522	230,651	41,264	271,915
Marketing	-	-	142,309	2,500	144,809
Blues Festival	430,224	352,600	352,600	-	352,600
Fourth Festival	132,685	131,205	131,205	-	131,205
Park Donations	2,066	10,000	10,000	-	10,000
Beautification Commission	3,058	10,000	10,000	-	10,000
PEG	42,449	18,400	18,400	-	18,400
Park Maintenance Fund	103,048	-	-	-	-
Aquatics Maintenance Fund	20,334	37,000	7,000	-	7,000
Library Maintenance Fund	-	37,600	-	10,000	10,000
TOTAL	\$5,514,662	\$5,631,902	\$5,550,446	\$ 195,870	\$5,746,316

Future Budget Considerations

The Bedford Public Library celebrated its 5th anniversary in its new location serving nearly 1.4 million visitors since opening. Equipment, furniture, and building are showing natural wear. It is important to preserve the investment made in the Library by maintaining the aesthetics, technology, and educational, cultural, and recreational opportunities to increase citizen quality of life.

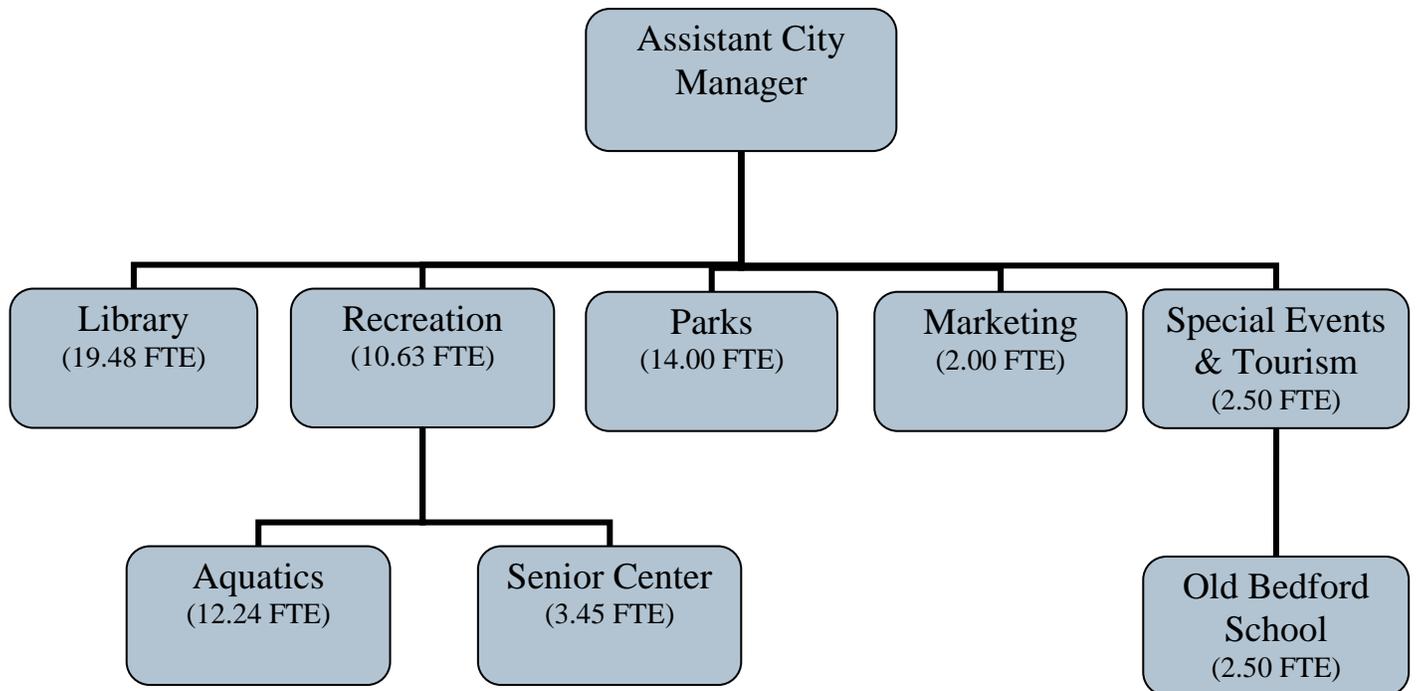
The Parks Division will need more personnel and small equipment to better care for the next phase of the Park Master Plan. Phase I has already increased park attendance and created a greater demand for maintenance.

The Recreation Division continues to experience increased programming and participation. Moving forward, the division will need added personnel and improved city parks and recreation resources to meet the demand for service to the community. The Aquatics Division continues to experience increased attendance coupled with an ageing infrastructure at Bedford Splash. As the plan for facilities is being developed, staff would encourage an outside consultant be brought in to assess the aquatic facility to determine if it should be included in the overall redesign of the Boys Ranch project.

The OBS staff is experiencing maintenance issues that need to be addressed in future budget years including new bathroom stalls, dumpster, and renovation that will make OBS more marketable for rentals. Additionally, adding a parking lot over the geothermal field and a sidewalk between OBS and the Library will provide safer pedestrian access between the facilities and increase parking at City events. Event staff is working with aging Special Events infrastructure (tents, signage, banners). Future funding to purchase additional quality branded items will increase the overall aesthetics of events. During the next phase of the Boys Ranch Master plan future budget considerations should be made for permanent event infrastructure including electrical, water hookups, and event parking. The Marketing Division continues to work to improve the City's programming and advertising. Key components include a better quality magazine and new quality content for the Bedford Cable Channel.



**City of Bedford
Community Services Organization Chart
FY 2016 – 2017**





City of Bedford
Program Summary
FY 2016-2017

Fund: General

Department: Community Services

Division: Library

PROGRAM DESCRIPTION

As a 21st century library, the Bedford Public Library serves as a learning center, a community anchor, and a technology hub. The Library enriches, empowers, and transforms lives through access to technology, instructional assistance, and self-directed learning. With a focus on STEAM and literacy initiatives, families are able to engage in active learning through early literacy classes, homework help, literacy festivals, and summer reading club. Teens within the community participate in innovative after-hours programs, volunteer opportunities, and gaming events. From learning how to write a resumé to learning how to prepare healthy meals, the Library serves as the community's source for free, high quality education. The Library has over 143,000 items in its collection, which includes books, e-books, audio books, music CDs, DVDs, streaming audio and video. The website provides 24/7 access to e-books, digital content, and online learning. Recognizing the importance of collaboration, the Library partners with other City departments, HEB ISD, the Trinity Arts Guild, Carter Bloodcare and many other organizations to maximize resources and reach citizens where they live, work, and play.

FY 2015-2016 HIGHLIGHTS

- * Installation of vinyl yellow brick road in Children's Area, as well as interactive lava tiles.
- * Replaced 5 year old computers with thin client solution.
- * Implementation of Hoopla Digital providing residents access to streaming videos, music, audio books, and e-books.
- * Establishment of a joint HEB Reads summer reading program with HEB ISD, City of Eules, and City of Hurst.
- * Migrated from 17 year old Millennium library software to Koha open source software.

FY 2016-2017 DIVISIONAL GOALS (AS RELATED TO COUNCIL MISSION)

Be responsive to the needs of the community.

- * Fuel Bedford's passion for reading by evaluating, selecting, and merchandising collections.
- * Conduct annual library satisfaction survey.
- * Clean, upholster, and replace library furniture due to wear and tear.
- * Provide opportunities for homework assistance for elementary, junior high, and high school students.

Demonstrate excellent customer service in an efficient manner.

- * Partner with organizations to provide life skill programs to promote healthy living, financial skills, literacy, and parenting.
- * Provide ongoing staff training on emerging technologies and customer service.

Provide for a safe and friendly community environment.

- * Be Bedford's source for free, high quality classes and events for all stages of life.
- * Expand STEM and STEAM opportunities for children and teens to prepare them for college and the workforce.

Foster economic growth.

- * Connect job seekers and small business owners with resources to create, strengthen, and expand their business.

Protect the vitality of neighborhoods.

- * Provide state-of-the-art library to attract new residents to Bedford.

Encourage citizen involvement.

- * Work closely with the Foundation and Friends to communicate the impact of the Library within the community and raise funds to support the Library.

Support and develop arts and culture in Bedford.

- * Partner with the Cultural Affairs Commission and arts organizations to expand cultural enrichment activities at the Library.



Fund: General

Department: Community Services

Division: Library

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services	\$941,858	\$975,604	\$1,054,549	\$1,042,272	\$1,129,115
Supplies	173,063	186,308	198,970	198,670	209,570
Maintenance	54,176	53,232	52,180	47,307	58,980
Contractual Services	50,129	65,006	53,980	72,717	85,070
Utilities	51,051	52,297	51,700	57,617	51,700
Sundry	25,000	25,000	25,000	25,000	25,000
Capital Outlay	13,997	7,500	17,990	7,500	12,000
TOTAL:	\$1,309,275	\$1,364,947	\$1,454,369	\$1,451,083	\$1,571,435

PERSONNEL SUMMARY

**Only budgeted positions are listed here. All positions (including frozen) can be found on the City-wide Position Summary.*

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Library Director	1.00	1.00	1.00	1.00	1.00
Technical Services Manager	1.00	1.00	1.00	1.00	1.00
Community Services Supervisor	1.00	1.00	1.00	1.00	1.00
Librarian	2.45	2.00	2.00	2.00	2.00
Circulation Services Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative/Volunteer Coordinator	0.80	1.00	1.00	1.00	1.00
Programming Assistant	0.80	1.80	2.38	2.38	2.38
Circulation Accounts Senior Assistant	0.35	0.35	0.35	0.35	0.35
Senior Library Assistant	1.80	2.00	2.00	2.00	2.00
Technical Services Specialist	1.00	1.00	1.00	1.00	1.00
Library Assistant II	3.60	2.60	2.60	2.60	2.60
Library Assistant 1	3.77	3.77	3.35	3.35	3.35
Purchasing Assistant	0.80	0.80	0.80	0.80	0.80
*TOTAL:	19.37	19.32	19.48	19.48	19.48

SIGNIFICANT CHANGES



Fund: General
Department: Community Services
Division: Library

PERFORMANCE MEASURES

Indicator	2014-15 ACTUAL	2015-16 PROJECTED	2016-17 TARGET
INPUTS			
Materials Budget	\$160,057	\$189,790	\$188,350
Operating Budget	\$1,320,502	\$1,451,083	\$1,571,435
# of Items in the Collection	114,573	149,000	150,000
# of Volunteer Hours	7,414	8,000	8,000
# of FTEs	19.48	19.48	19.48
OUTPUTS			
# of Items Circulated	567,290	537,000	520,000
# of Library Visits	221,177	220,000	215,000
# of Reference Transactions	73,499	74,000	72,000
# of Programs Offered	1,100	1,200	1,200
# of Arts and Cultural Programs Offered	99	120	120
# of Public Computers Hours Used	30,984	28,000	25,000
EFFICIENCY			
# of Items Circulated Per Capita	11.6	10.9	10.5
# of Items Circulated Per FTE	29,122	27,500	26,700
Collection Turnover Rate	3.62	4.68	4.5
Division Budget as a % of the General Fund	4.58%	4.73%	4.83%
EFFECTIVENESS & OUTCOMES			
# of Library Visits Per Capita	4.51	4.48	4.38
# of Library Holdings Per Capita	2.33	2.73	3
Operating Expenditures Per Capita	\$26.92	\$29.64	\$29.64
Materials Expenditures Per Capita	\$3.26	\$3.86	\$3.86
Ebooks Circulated as a % of Overall Circulation	8%	12%	15%
Program Attendance Per Capita	0.55	0.69	0.75
% of Summer Reading Club Registrants Reading	55%	67%	70%
% of Bedford Citizens Rating the Library as "Excellent" or "Good":			
Ability of Staff to Quickly Assist Patrons	91%	97%	97%
Friendliness of Staff	91%	96%	96%
Knowledge of Staff	89%	94%	94%
% of Population Who Are Registered Borrowers	74%	67%	70%
% of Customers Reporting They Got a Job or a Better Job/Salary	12%	15%	15%
% of Customers Reporting They Passed a Test	15%	14%	14%
% of Library Customers Reporting They Learned a New Skill	18%	16%	16%
% of Library Customers Reporting They Improved Their Computer Skills	11%	11%	11%
% of Library Customers Reporting They Learned a New Language	10%	3%	3%
% of Library Customers Reporting They Learned To Read	9%	7%	7%
% of Library Customers Reporting They Read To Their Child	28%	24%	24%
% of Library Customers Reporting They Made Better Grades	13%	14%	14%
% of Library Customers Reporting They Improved Their Health/Well Being	28%	26%	26%
% of Library Customers Reporting They Saved Money On Buying Books and Movies	69%	65%	65%



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 26 - LIBRARY								
<i>PERSONNEL SERVICES</i>								
8001	SALARIES	708,770.72	752,609.82	768,866.75	791,592.00	823,349.00	826,632.00	35,040.00
8001.0003	SALARIES INCENTIVE PAY	8,422.63	8,214.96	7,891.92	8,401.00	7,719.00	7,201.00	(1,200.00)
8001.0099	SALARIES COLA INCREASE BUDGET	14,950.00	.00	.00	31,664.00	.00	33,065.00	1,401.00
8003	LONGEVITY	9,809.73	10,754.86	9,588.70	12,801.00	11,340.00	13,941.00	1,140.00
8004	OVERTIME	.00	.00	202.24	.00	700.00	.00	.00
8005.0005	HOSPITALIZATION & LIFE INSURANCE LIFE INSURANCE	1,454.68	1,533.72	1,337.34	1,619.00	1,147.00	1,690.00	71.00
8005.0010	HOSPITALIZATION & LIFE INSURANCE DENTAL INSURANCE	5,315.05	6,183.22	5,130.22	7,582.00	5,636.00	6,102.00	(1,480.00)
8005.0015	HOSPITALIZATION & LIFE INSURANCE HEALTH INSURANCE	64,499.25	70,965.90	94,493.58	98,878.00	100,547.00	132,292.00	33,414.00
8005.0025	HOSPITALIZATION & LIFE INSURANCE EMPLOYEE CLINIC	3,634.73	3,323.00	3,911.57	3,672.00	3,433.00	3,600.00	(72.00)
8006	PENSION	23,415.82	25,669.47	12,728.34	.00	.00	.00	.00
8006.0001	PENSION TMRS	30,135.79	34,250.03	47,975.88	59,199.00	59,340.00	67,375.00	8,176.00
8007	PHYSICALS	1,717.00	572.00	1,175.00	3,000.00	1,100.00	3,000.00	.00
8008	WORKER'S COMPENSATION INSURANCE	527.97	884.31	1,555.79	1,348.00	1,342.00	1,885.00	537.00
8009	UNEMPLOYMENT INSURANCE	664.64	5,369.22	457.56	5,490.00	2,974.00	715.00	(4,775.00)
8010	FICA/MEDICARE	9,765.76	10,155.93	10,223.74	11,494.00	10,552.00	11,993.00	499.00
8015	DISABILITY INSURANCE	1,055.65	1,137.14	1,313.00	1,518.00	1,401.00	1,583.00	65.00
8026	BACKGROUND CHECK	903.90	563.40	572.70	1,500.00	250.00	1,500.00	.00
8030	RETIREE HEALTH SAVINGS	9,500.00	9,500.00	8,000.00	13,000.00	11,250.00	14,750.00	1,750.00
8035	RETIREE HEALTH-GASB	158.16	171.00	179.52	1,791.00	192.00	1,791.00	.00
<i>PERSONNEL SERVICES Totals</i>		\$894,701.48	\$941,857.98	\$975,603.85	\$1,054,549.00	\$1,042,272.00	\$1,129,115.00	\$74,566.00
<i>SUPPLIES</i>								
8101	OFFICE	3,499.90	4,044.38	3,231.48	3,300.00	2,900.00	3,600.00	300.00
Budget Transactions								
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>
Final City Manager Proposed		Office Supplies		1.00		3,600.00		3,600.00
Final City Manager Proposed Totals								3,600.00
8106	MINOR APPARATUS	.00	.00	14,469.37	.00	.00	.00	.00
8110	FURNITURE AND FIXTURES	943.50	.00	.00	.00	.00	.00	.00
8114	POSTAGE	1,915.15	2,354.58	250.36	2,300.00	600.00	2,300.00	.00
Budget Transactions								
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>
Final City Manager Proposed		Interlibrary Loan Postage		1.00		1,400.00		1,400.00
Final City Manager Proposed		Postage		1.00		900.00		900.00
Final City Manager Proposed Totals								\$2,300.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 26 - LIBRARY								
SUPPLIES								
8121	PUBLIC COPIER (LIBRARY)	6,430.15	5,456.24	5,882.08	5,200.00	6,400.00	3,900.00	(1,300.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					20.00	30.00	600.00
	Final City Manager Proposed					12.00	150.00	1,800.00
	Final City Manager Proposed					4.00	175.00	700.00
	Final City Manager Proposed					25.00	32.00	800.00
								<u>3,900.00</u>
	Final City Manager Proposed Totals							\$3,900.00
8126	BOOKS-NEW ADDITIONS	91,788.36	89,068.03	93,833.81	101,260.00	114,370.00	116,170.00	14,910.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	116,170.00	116,170.00
								<u>116,170.00</u>
	Final City Manager Proposed Totals							\$116,170.00
8126.0001	BOOKS-NEW ADDITIONS LEASED BOOKS	14,592.39	14,632.38	14,973.56	14,910.00	1,800.00	.00	(14,910.00)
8127	MEDIA-NEW MULTIMEDIA	39,342.06	40,881.38	39,080.49	40,000.00	40,000.00	40,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					2,500.00	16.00	40,000.00
								<u>40,000.00</u>
	Final City Manager Proposed Totals							\$40,000.00
8127.0001	MEDIA-NEW MULTIMEDIA AUDIO BOOK ORDER PLAN	2,965.00	12,207.62	.00	.00	.00	.00	.00
8129	DIGITAL CONTENT PURCHASE	.00	.00	6,067.00	27,300.00	27,300.00	27,300.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	18,000.00	18,000.00
	Final City Manager Proposed					1.00	300.00	300.00
	Final City Manager Proposed					1.00	5,000.00	5,000.00
	Final City Manager Proposed					1.00	4,000.00	4,000.00
								<u>27,300.00</u>
	Final City Manager Proposed Totals							\$27,300.00
8135	PROMOTIONAL AND EDUCATIONAL	7,940.12	4,418.80	8,520.18	4,700.00	5,300.00	16,300.00	11,600.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					700.00	2.00	1,400.00
	Final City Manager Proposed					100.00	20.00	2,000.00
	Final City Manager Proposed					1.00	2,000.00	2,000.00



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Fund 101 - GENERAL FUND								
Department	65 - COMMUNITY SERVICES							
Division	26 - LIBRARY							
	SUPPLIES							
	Final City Manager Proposed Marketing, Graphics, Brochures, Bookmarks, etc.					1.00	2,000.00	2,000.00
	Final City Manager Proposed Movie Licensing					1.00	700.00	700.00
	Final City Manager Proposed Programs - Adults					1.00	600.00	600.00
	Final City Manager Proposed Programs - Story Times, Lego, Seuss, Tutoring, Outreach, etc.					50.00	20.00	1,000.00
	Final City Manager Proposed Programs - Teens					24.00	25.00	600.00
	Final City Manager Proposed Summer Reading Club for Adults					30.00	50.00	1,500.00
	Final City Manager Proposed Summer Reading Club for Children					600.00	5.00	3,000.00
	Final City Manager Proposed Summer Reading Club for Teens					30.00	50.00	1,500.00
							Final City Manager Proposed Totals	\$16,300.00
	<i>SUPPLIES Totals</i>	\$169,416.63	\$173,063.41	\$186,308.33	\$198,970.00	\$198,670.00	\$209,570.00	\$10,600.00
	MAINTENANCE							
8203	MAINTENANCE HARDWARE AND SOFTWARE	2,778.30	2,400.96	2,785.03	2,160.00	2,915.00	9,250.00	7,090.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Envisionware Maintenance					1.00	2,000.00	2,000.00
	Final City Manager Proposed Repair or Replace PCs, Printers, Mice, Keyboards, etc.					1.00	1,750.00	1,750.00
	Final City Manager Proposed Scannx Scanner Maintenance					1.00	300.00	300.00
	Final City Manager Proposed Solar Panel Monitoring					1.00	1,600.00	1,600.00
	Final City Manager Proposed Thin Client Maintenance					1.00	3,600.00	3,600.00
							Final City Manager Proposed Totals	\$9,250.00
8210	MAINTENANCE EQUIPMENT	38,000.77	37,880.88	40,110.69	38,620.00	37,192.00	39,100.00	480.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Miscellaneous Equipment Maintenance					1.00	10,000.00	10,000.00
	Final City Manager Proposed Miscellaneous Spare Parts for Automated Sorter					1.00	550.00	550.00
	Final City Manager Proposed Tech Logic CircIT Licenses					1.00	4,160.00	4,160.00
	Final City Manager Proposed Tech Logic Preventative Maintenance					1.00	18,950.00	18,950.00
	Final City Manager Proposed Tech Logic RFID Antenna Maintenance					1.00	3,120.00	3,120.00
	Final City Manager Proposed Tech Logic Security Gate Maintenance					1.00	2,320.00	2,320.00
							Final City Manager Proposed Totals	\$39,100.00
8214	MAINTENANCE BOOK COLLECTION	14,744.99	13,894.43	10,336.02	11,400.00	7,200.00	10,630.00	(770.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Book Covers, Laminate, Labels, Label Protectors, etc.					10,000.00	.28	2,800.00
	Final City Manager Proposed Book Repair - Adhesives, Tape, Cleaners					1,000.00	.30	300.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 26 - LIBRARY MAINTENANCE								
	Final City Manager Proposed Cases - DVDs, Music CDs, Books on CD					500.00	.50	250.00
	Final City Manager Proposed DVD Cleaning					1,000.00	.70	700.00
	Final City Manager Proposed Hold Slip and Receipt Paper					100.00	7.80	780.00
	Final City Manager Proposed Library Cards					7,200.00	.25	1,800.00
	Final City Manager Proposed RFID Tags					10,000.00	.30	3,000.00
	Final City Manager Proposed Signage and Displayers					40.00	25.00	1,000.00
						Final City Manager Proposed Totals		\$10,630.00
	<i>MAINTENANCE Totals</i>	\$55,524.06	\$54,176.27	\$53,231.74	\$52,180.00	\$47,307.00	\$58,980.00	\$6,800.00
	<i>CONTRACTUAL SERVICES</i>							
8301	COMMUNICATIONS	.00	.00	69.99	.00	.00	.00	.00
8310	CONTRACT LABOR	.00	.00	10,999.08	.00	.00	22,700.00	22,700.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Authority Control/RDA Ongoing Data Updates					1.00	1,200.00	1,200.00
	Final City Manager Proposed Authority Control/RDA Retrospective Data Conversion					1.00	4,000.00	4,000.00
	Final City Manager Proposed ByWater Solutions Hosting, Maintenance and Support					1.00	13,500.00	13,500.00
	Final City Manager Proposed Koha Development Projects					2.00	2,000.00	4,000.00
						Final City Manager Proposed Totals		\$22,700.00
8311	SOFTWARE	10,501.98	9,900.47	16,000.96	17,800.00	38,565.00	19,440.00	1,640.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed CollectionHQ Data Re-Profiling for Koha Migration					1.00	1,750.00	1,750.00
	Final City Manager Proposed CollectionHQ Materials Management and Promotion Software					1.00	5,000.00	5,000.00
	Final City Manager Proposed eMailMeForm Online Form Software					1.00	100.00	100.00
	Final City Manager Proposed Envisionware Mobile Printing					1.00	730.00	730.00
	Final City Manager Proposed Evanced Events and Registration Software					1.00	1,820.00	1,820.00
	Final City Manager Proposed Flickr					1.00	30.00	30.00
	Final City Manager Proposed Internet Filtering Software					1.00	2,250.00	2,250.00
	Final City Manager Proposed LibraryThing for Libraries Book Widgets for Catalog					1.00	560.00	560.00
	Final City Manager Proposed Mosio - Online Reference Via Email, Text, Chat					1.00	180.00	180.00
	Final City Manager Proposed PayFlowPro					1.00	360.00	360.00
	Final City Manager Proposed Photoshop					1.00	360.00	360.00
	Final City Manager Proposed Public Web Browser for Online Catalog					1.00	130.00	130.00
	Final City Manager Proposed Schedule3W Staff Scheduling Software					1.00	230.00	230.00
	Final City Manager Proposed SSL Certificate					1.00	490.00	490.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 26 - LIBRARY								
CONTRACTUAL SERVICES								
	Final City Manager Proposed Summer Reading Club Software					1.00	560.00	560.00
	Final City Manager Proposed Survey Monkey					1.00	300.00	300.00
	Final City Manager Proposed Syndetics Enriched Catalog Content					1.00	740.00	740.00
	Final City Manager Proposed Title Source 360 Software for Selection and Ordering Materials					1.00	2,870.00	2,870.00
	Final City Manager Proposed Verifone					1.00	420.00	420.00
	Final City Manager Proposed Volunteer Software					1.00	410.00	410.00
	Final City Manager Proposed Who Is On My WiFi Management Software					1.00	150.00	150.00
	Final City Manager Proposed Totals							\$19,440.00
8320	TRAVEL EXPENSE	884.49	4,090.51	3,085.12	4,050.00	4,800.00	4,300.00	250.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Koha Users Group Conference - Location TBD					2.00	925.00	1,850.00
	Final City Manager Proposed Local Workshops, Seminars, Training Opportunities					6.00	50.00	300.00
	Final City Manager Proposed Public Library Administrators of North Texas - Kaufman, Texas					1.00	450.00	450.00
	Final City Manager Proposed Texas Library Association Conference - San Antonio, Texas					2.00	550.00	1,100.00
	Final City Manager Proposed Texas Municipal League Conference - Houston, Texas					1.00	600.00	600.00
	Final City Manager Proposed Totals							\$4,300.00
8322	DUES	2,495.00	1,346.00	1,225.00	1,820.00	1,495.00	1,300.00	(520.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed American Library Association/Public Library Association					2.00	190.00	380.00
	Final City Manager Proposed Central Texas Library System					1.00	300.00	300.00
	Final City Manager Proposed Public Library Administrators of North Texas					1.00	50.00	50.00
	Final City Manager Proposed Texas Library Association					3.00	150.00	450.00
	Final City Manager Proposed Texas Municipal Library Directors Association					1.00	50.00	50.00
	Final City Manager Proposed Texas Municipal Library Directors Association Award					1.00	70.00	70.00
	Final City Manager Proposed Totals							\$1,300.00
8323	SCHOOLS	2,295.00	1,797.94	1,895.00	2,040.00	2,040.00	1,200.00	(840.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Local Workshops, Seminars, Training Opportunities					8.00	25.00	200.00
	Final City Manager Proposed Public Library Administrators of North Texas - Kaufman, Texas					1.00	200.00	200.00
	Final City Manager Proposed Texas Library Association Conference - San Antonio, Texas					2.00	265.00	530.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 26 - LIBRARY								
CONTRACTUAL SERVICES								
	Final City Manager Proposed Texas Municipal League Conference - Houston, Texas					1.00	270.00	270.00
							Final City Manager Proposed Totals	\$1,200.00
8333	SUBSCRIPTIONS	4,510.20	4,366.23	4,467.58	4,440.00	2,702.00	3,000.00	(1,440.00)
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Magazine and Newspaper Subscriptions					50.00	60.00	3,000.00
							Final City Manager Proposed Totals	\$3,000.00
8338	INSTRUCTORS	2,014.00	2,030.00	1,930.00	2,000.00	1,870.00	6,000.00	4,000.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Instructors/Performers - Adult Programs					8.00	250.00	2,000.00
	Final City Manager Proposed Instructors/Performers - Children's Programs					8.00	250.00	2,000.00
	Final City Manager Proposed Instructors/Performers - Teen programs					8.00	250.00	2,000.00
							Final City Manager Proposed Totals	\$6,000.00
8341	SPECIAL EVENTS	50.00	393.14	447.52	450.00	450.00	2,450.00	2,000.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Christmas Luncheon Employee Gift Cards					2.00	25.00	50.00
	Final City Manager Proposed Seuss Festival Attractions					1.00	2,000.00	2,000.00
	Final City Manager Proposed Volunteer Recognition Supplies					1.00	400.00	400.00
							Final City Manager Proposed Totals	\$2,450.00
8356	ELECTRONIC RESOURCES	13,394.93	18,069.59	16,774.10	13,000.00	12,695.00	16,300.00	3,300.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Brainfuse Help Now Online Tutoring					1.00	4,450.00	4,450.00
	Final City Manager Proposed Brainfuse Job Now Online Resources					1.00	1,000.00	1,000.00
	Final City Manager Proposed JobView Database					1.00	780.00	780.00
	Final City Manager Proposed Novelist Complete and Library Aware					1.00	7,870.00	7,870.00
	Final City Manager Proposed TexShare Databases					1.00	1,600.00	1,600.00
	Final City Manager Proposed Tumblebooks for Children					1.00	600.00	600.00
							Final City Manager Proposed Totals	\$16,300.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 26 - LIBRARY								
<i>CONTRACTUAL SERVICES</i>								
8357	CONTINUATION SUBSCRIPTION	1,704.56	1,791.18	1,409.52	1,880.00	1,600.00	1,880.00	.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					94.00	20.00	1,880.00
	Continuations and Updates for Materials							
						Final City Manager Proposed Totals		\$1,880.00
8360	COPY MACHINES	5,645.85	6,343.45	6,702.49	6,500.00	6,500.00	6,500.00	.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	6,500.00	6,500.00
	Staff Photocopier Rental							
						Final City Manager Proposed Totals		\$6,500.00
<i>CONTRACTUAL SERVICES Totals</i>		\$43,496.01	\$50,128.51	\$65,006.36	\$53,980.00	\$72,717.00	\$85,070.00	\$31,090.00
<i>UTILITIES</i>								
8327	ELECTRICITY	44,518.25	44,816.81	44,601.63	44,600.00	47,575.00	44,600.00	.00
8328	WATER	5,912.44	6,234.30	7,695.02	7,100.00	10,042.00	7,100.00	.00
<i>UTILITIES Totals</i>		\$50,430.69	\$51,051.11	\$52,296.65	\$51,700.00	\$57,617.00	\$51,700.00	\$0.00
<i>DEBT SERVICE & TRANSFERS</i>								
8498	OPERATING TRANSFERS	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	25,000.00	25,000.00
	Transfer to Library Maintenance Fund							
						Final City Manager Proposed Totals		\$25,000.00
<i>DEBT SERVICE & TRANSFERS Totals</i>		\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00
<i>CAPITAL OUTLAY</i>								
9109	MACHINERY	10,850.04	13,997.26	7,500.00	13,990.00	7,500.00	8,000.00	(5,990.00)
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					2.00	4,000.00	8,000.00
	Self-Checkout Stations							
						Final City Manager Proposed Totals		\$8,000.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	101 - GENERAL FUND							
	Department 65 - COMMUNITY SERVICES							
	Division 26 - LIBRARY							
	<i>CAPITAL OUTLAY</i>							
9110	INSTRUMENTS AND APPARATUS	.00	.00	.00	4,000.00	.00	4,000.00	.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	4,000.00	4,000.00
						Final City Manager Proposed Totals		\$4,000.00
	<i>CAPITAL OUTLAY Totals</i>	\$10,850.04	\$13,997.26	\$7,500.00	\$17,990.00	\$7,500.00	\$12,000.00	(\$5,990.00)
	Division 26 - LIBRARY Totals	\$1,249,418.91	\$1,309,274.54	\$1,364,946.93	\$1,454,369.00	\$1,451,083.00	\$1,571,435.00	\$117,066.00



City of Bedford
Program Summary
FY 2016-2017

Fund: General

Department: Community Services

Division: Parks

PROGRAM DESCRIPTION

The Parks Division is dedicated to providing Bedford citizens with a well maintained parks system. The Parks Division is responsible for the maintenance and operation of 139.5 acres of park land, including the facilities and infrastructure on those properties, such as municipal aquatic centers, athletic fields, lighting, irrigation, and restrooms. In addition, the Parks Division manages the City-wide mowing and chemical application contracts which service medians, right-of-ways, grounds at City facilities, well sites, and drainage ways.

FY 2015-2016 HIGHLIGHTS

- * Completion of Phase I of the Boys Ranch Park Master Plan project.
- * New playground installation at Brookhollow Park and Monterrey Park.
- * Working with Texas Parks and Wildlife on new fish habitat for the Boys Ranch Lake.
- * Continued work on planning of Phases of the Park Master Plan.
- * Bedford Splash Aquatic Center improvement project including new rubber areas, painting of outside lockers, and spray playground.

FY 2016-2017 DIVISIONAL GOALS (AS RELATED TO COUNCIL MISSION)

Be responsive to the needs of the community.

- * Efficiently maintain the parks system to encourage participation in outdoor recreation.
- * Continue to be responsive to requests, suggestions, and needs of the community.

Demonstrate excellent customer service in an efficient manner.

- * Support training and development of employees to improve skills, efficiency, and safety.

Provide for a safe and friendly community environment.

- * Continue to provide safe and friendly parks, playgrounds, and athletic facilities.
- * Reinvest and maintain parks system to encourage and support similar reinvestment in neighborhoods.

Encourage citizen involvement.

- * Support Beautification Commission events to help foster citizen involvement.

Support and develop arts and culture in Bedford.

- * Be proactive in meeting cultural, educational, recreational, and historical needs through assisting with the events of the Beautification Commission, Cultural Commission, and other City activities.



Fund: General
 Department: Community Services
 Division: Parks

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services	\$670,934	\$696,726	\$751,264	\$746,067	\$834,673
Supplies	55,942	54,662	76,665	77,285	78,165
Maintenance	65,319	97,530	83,285	109,531	84,785
Contractual Services	190,386	199,977	235,755	234,066	230,420
Utilities	132,174	122,485	138,500	134,040	138,500
Sundry	-	120,000	50,000	50,000	50,000
Capital Outlay	-	-	153,995	158,995	-
TOTAL:	\$1,114,756	\$1,291,379	\$1,489,464	\$1,509,984	\$1,416,543

PERSONNEL SUMMARY

**Only budgeted positions are listed here. All positions (including frozen) can be found on the City-wide Position Summary.*

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Park Superintendent	1.00	1.00	1.00	1.00	1.00
Crew Leader	2.00	2.00	2.00	2.00	2.00
Irrigation Specialist	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I & II	9.50	9.50	9.50	9.50	9.50
Parks/Recreation/Special Events Assistant	0.00	0.00	0.50	0.50	0.50
*TOTAL:	13.50	13.50	14.00	14.00	14.00

SIGNIFICANT CHANGES



Fund: General
Department: Community Services
Division: Parks

PERFORMANCE MEASURES

Indicator	2014-15 ACTUAL	2015-16 PROJECTED	2016-17 TARGET
INPUTS			
# of FTEs	13.5	15	13.5
# of Athletic Fields	9	9	19
# of Pavilions	10	9	9
# of Tennis Courts	6	6	6
Jogging Trails (linear feet)	23,496	23,496	23,496
Total Park Acreage	139.5	139.5	139.5
OUTPUTS			
# of City/ Special events	26	34	38
# of Staff Training Hours	290	223	240
# of Hours Spent on Beautification Commission	146	142	146
# of Hours Spent on Structures	935	550	700
# of Horticulture Hours	1,830	2,200	2,200
# of Irrigation Hours	517	900	1,200
# of Hours Spent on Mowing and Trimming	3,100	4,250	4,250
# of Trash Maintenance Hours	6,300	6,300	6,500
# of Hours Spent on Aquatics	1,250	1,300	1,300
EFFICIENCY			
Maintenance and Operating Cost Per Capita	24.29	24.97	27.67
# of Park Acreage per FTE	10.33	10.33	10.33
Total Maintenance Hours per FTE	1,450	1,450	1,500
% of Inquires Responded to Within 24 Hours	93%	95%	100%
Division Budget as a % of general Fund	4.33%	4.92%	4.36%
EFFECTIVENESS & OUTCOMES			
# of Maintenance Hours on Ballfields	305	320	350
# of Maintenance Hours per total Acreage	131.79	140.5	150
Cost of Mowing per Acreage	922.27	922.27	922.27
Park Acreage per Capita	344.08	352.33	352.33
# of Hours Spent of Special Events	2,866	2,250	2,300
% of Bedford Citizens Rating Parks as "Excellent" or "Good"	Biennial	N/A	80.5%

N/A - Citizen Survey Delayed.



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 34 - PARKS								
PERSONNEL SERVICES								
8001	SALARIES	488,616.38	496,755.93	508,671.26	528,080.00	538,465.00	549,263.00	21,183.00
8001.0003	SALARIES INCENTIVE PAY	3,524.39	3,511.19	3,760.14	3,607.00	4,968.00	5,258.00	1,651.00
8001.0099	SALARIES COLA INCREASE BUDGET	13,000.00	.00	.00	21,523.00	.00	21,971.00	448.00
8003	LONGEVITY	9,691.38	10,311.70	8,745.49	10,376.00	9,365.00	12,245.00	1,869.00
8004	OVERTIME	9,934.67	7,754.12	12,162.94	10,000.00	11,288.00	13,000.00	3,000.00
8005.0005	HOSPITALIZATION & LIFE INSURANCE LIFE INSURANCE	1,168.50	1,341.38	1,121.09	1,357.00	989.00	1,408.00	51.00
8005.0010	HOSPITALIZATION & LIFE INSURANCE DENTAL INSURANCE	6,209.46	6,711.36	5,042.47	8,136.00	5,578.00	5,861.00	(2,275.00)
8005.0015	HOSPITALIZATION & LIFE INSURANCE HEALTH INSURANCE	74,359.30	68,745.42	79,510.07	89,398.00	99,057.00	135,152.00	45,754.00
8005.0025	HOSPITALIZATION & LIFE INSURANCE EMPLOYEE CLINIC	3,712.88	2,722.57	2,703.86	2,976.00	3,303.00	3,528.00	552.00
8006	PENSION	20,515.76	19,659.87	10,460.44	.00	.00	.00	.00
8006.0001	PENSION TMRS	25,202.67	26,990.58	36,994.92	44,571.00	45,168.00	50,852.00	6,281.00
8007	PHYSICALS	621.05	957.35	323.00	.00	417.00	.00	.00
8008	WORKER'S COMPENSATION INSURANCE	3,620.24	5,693.16	9,516.40	7,732.00	7,999.00	9,820.00	2,088.00
8009	UNEMPLOYMENT INSURANCE	126.00	2,903.41	135.00	2,908.00	2,344.00	380.00	(2,528.00)
8010	FICA/MEDICARE	5,633.14	5,531.04	5,640.72	6,033.00	6,034.00	6,324.00	291.00
8015	DISABILITY INSURANCE	888.98	887.92	994.09	985.00	1,121.00	1,029.00	44.00
8026	BACKGROUND CHECK	.00	28.95	18.95	.00	.00	.00	.00
8030	RETIREE HEALTH SAVINGS	6,000.00	7,000.00	7,000.00	10,000.00	6,000.00	15,000.00	5,000.00
8035	RETIREE HEALTH-GASB	3,277.56	3,427.80	3,924.93	3,582.00	3,971.00	3,582.00	.00
	<i>PERSONNEL SERVICES Totals</i>	\$676,102.36	\$670,933.75	\$696,725.77	\$751,264.00	\$746,067.00	\$834,673.00	\$83,409.00
SUPPLIES								
8101	OFFICE	218.30	1,070.48	330.97	650.00	1,018.00	1,150.00	500.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed General office supplies					1.00	1,150.00	1,150.00
						Final City Manager Proposed Totals		\$1,150.00
8103	WEARING APPAREL	6,201.33	6,986.56	8,509.22	7,715.00	7,715.00	7,715.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Boots					14.00	160.00	2,240.00
	Final City Manager Proposed Coveralls & coats					14.00	60.00	840.00
	Final City Manager Proposed Ear plugs					14.00	5.00	70.00
	Final City Manager Proposed Gloves					14.00	10.00	140.00
	Final City Manager Proposed Hard Hats					14.00	10.00	140.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 34 - PARKS								
SUPPLIES								
	Final City Manager Proposed Safety Glasses					14.00	10.00	140.00
	Final City Manager Proposed T- Shirts & hats					14.00	35.00	490.00
	Final City Manager Proposed Uniforms & Cleaning Service					1.00	3,655.00	3,655.00
								Final City Manager Proposed Totals \$7,715.00
8105	FUEL AND OIL	27,438.35	26,838.62	18,312.59	28,700.00	28,700.00	28,700.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Fuel and Oil for equipment					1.00	28,700.00	28,700.00
								Final City Manager Proposed Totals \$28,700.00
8106	MINOR APPARATUS	13,138.87	9,618.55	19,649.04	28,000.00	28,000.00	29,000.00	1,000.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Chainsaws, Blades and Sharpening					1.00	1,800.00	1,800.00
	Final City Manager Proposed Hand Tools					1.00	1,500.00	1,500.00
	Final City Manager Proposed Nuts & Bolts, Connectors, Dog Waste Bags					1.00	5,700.00	5,700.00
	Final City Manager Proposed Park Amenity Replacement					1.00	13,000.00	13,000.00
	Final City Manager Proposed Park Restroom Supplies					1.00	1,200.00	1,200.00
	Final City Manager Proposed Rakes, Hoes, Shovels, Brooms, Plungers					1.00	1,100.00	1,100.00
	Final City Manager Proposed Tape, Nails, Paint, Brushes, Plastic Drop Cloths, Rope, Graffiti					1.00	1,500.00	1,500.00
	Final City Manager Proposed Weedeaters, Parts and Supplies					1.00	3,200.00	3,200.00
								Final City Manager Proposed Totals \$29,000.00
8108	CHEMICAL, MEDICAL AND SURGICAL	249.83	842.84	989.09	700.00	700.00	700.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed First Aid supplies for two kits					1.00	700.00	700.00
								Final City Manager Proposed Totals \$700.00
8109	MECHANICAL	1,185.88	1,319.30	564.64	700.00	1,190.00	700.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Two - Cycle oil for small equipment, Grease, Part Cleaners, Oil					1.00	700.00	700.00
								Final City Manager Proposed Totals \$700.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 34 - PARKS								
SUPPLIES								
8110	FURNITURE AND FIXTURES	2,894.33	1,221.84	256.99	1,200.00	1,200.00	1,200.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	600.00	600.00
	Misc, Amps, Speakers, Cords, Stands							
	Final City Manager Proposed					1.00	600.00	600.00
	Table & Chairs							
	Final City Manager Proposed Totals							\$1,200.00
8111	BOTANICAL AND AGRICULTURAL	6,431.18	7,656.64	5,647.00	8,500.00	8,500.00	8,500.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	1,700.00	1,700.00
	Chemicals: Round-up, Insecticide, Soil Sterilizer, Copper Sulfat							
	Final City Manager Proposed					1.00	1,000.00	1,000.00
	Mulch							
	Final City Manager Proposed					1.00	2,000.00	2,000.00
	Plants							
	Final City Manager Proposed					1.00	800.00	800.00
	Sod							
	Final City Manager Proposed					1.00	3,000.00	3,000.00
	Trees, Shrubs, Ground cover and Flowers							
	Final City Manager Proposed Totals							\$8,500.00
8114	POSTAGE	38.07	2.10	11.91	100.00	8.00	100.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	100.00	100.00
	Postage							
	Final City Manager Proposed Totals							\$100.00
8140	PUBLICATIONS AND PROGRAMMING	322.20	385.44	390.20	400.00	254.00	400.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	400.00	400.00
	Jobs, Bids, Advertising							
	Final City Manager Proposed Totals							\$400.00
	<i>SUPPLIES Totals</i>	\$58,118.34	\$55,942.37	\$54,661.65	\$76,665.00	\$77,285.00	\$78,165.00	\$1,500.00
	<i>MAINTENANCE</i>							
8201	MAINTENANCE LANDS	19,721.62	23,387.10	29,961.19	28,085.00	28,085.00	28,085.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	3,610.00	3,610.00
	Ball Field Conditioner							
	Final City Manager Proposed					1.00	2,725.00	2,725.00
	Fence							
	Final City Manager Proposed					1.00	2,500.00	2,500.00
	Goal & nets							
	Final City Manager Proposed					1.00	4,150.00	4,150.00
	Grass Seed							



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 34 - PARKS MAINTENANCE								
	Final City Manager Proposed Infield dirt mix					1.00	2,500.00	2,500.00
	Final City Manager Proposed Sand					1.00	2,000.00	2,000.00
	Final City Manager Proposed Top Soil					1.00	2,500.00	2,500.00
	Final City Manager Proposed Wood Chips for Playgrounds Cushion					1.00	8,100.00	8,100.00
							Final City Manager Proposed Totals	\$28,085.00
8202	MAINTENANCE BUILDINGS	7,506.92	4,129.88	8,798.89	7,500.00	7,500.00	7,500.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Door & Hardware					1.00	1,500.00	1,500.00
	Final City Manager Proposed Glass					1.00	700.00	700.00
	Final City Manager Proposed Lamps					1.00	1,500.00	1,500.00
	Final City Manager Proposed Paint & Caulk					1.00	2,300.00	2,300.00
	Final City Manager Proposed Park restroom repairs					1.00	1,500.00	1,500.00
							Final City Manager Proposed Totals	\$7,500.00
8208	MAINTENANCE STREETS AND HIGHWAYS	675.00	.00	.00	1,000.00	1,000.00	1,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Striping & Patching of Parking Lots					1.00	1,000.00	1,000.00
							Final City Manager Proposed Totals	\$1,000.00
8209	MAINTENANCE FIXTURES AND FURNITURE	89.11	1,597.93	.00	1,200.00	1,200.00	1,200.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Repairs for Copiers not under contract					1.00	200.00	200.00
	Final City Manager Proposed Repairs for Instruments					1.00	500.00	500.00
	Final City Manager Proposed Repairs for Score Boards & Electrical Equipment					1.00	500.00	500.00
							Final City Manager Proposed Totals	\$1,200.00
8210	MAINTENANCE EQUIPMENT	8,466.38	9,711.53	14,342.67	8,000.00	8,000.00	10,000.00	2,000.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Equipment Maintenance					1.00	10,000.00	10,000.00
							Final City Manager Proposed Totals	\$10,000.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 34 - PARKS MAINTENANCE								
8212	MAINTENANCE MOTOR VEHICLES	10,599.96	5,439.63	17,983.87	10,000.00	10,000.00	10,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Vehicle Maintenance					1.00	10,000.00	10,000.00
						Final City Manager Proposed Totals		\$10,000.00
8225	MAINTENANCE SPRINKLER SYSTEMS	4,403.76	6,402.96	3,037.82	7,500.00	7,500.00	7,000.00	(500.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Controllers					1.00	1,500.00	1,500.00
	Final City Manager Proposed Heads					1.00	2,700.00	2,700.00
	Final City Manager Proposed Pipe & Fittings					1.00	1,700.00	1,700.00
	Final City Manager Proposed Valves					1.00	1,100.00	1,100.00
						Final City Manager Proposed Totals		\$7,000.00
8226	MAINTENANCE LIGHTING	17,801.31	10,506.71	12,060.70	12,000.00	38,246.00	12,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Lamps, Ballast, Fixtures, Service Calls, Conduit, Boxes & Wire					1.00	12,000.00	12,000.00
						Final City Manager Proposed Totals		\$12,000.00
8229	MAINTENANCE PLAYGROUND EQUIPMENT	4,562.75	4,143.63	11,344.68	8,000.00	8,000.00	8,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Chains					1.00	250.00	250.00
	Final City Manager Proposed Hangers					1.00	500.00	500.00
	Final City Manager Proposed Mats					1.00	1,000.00	1,000.00
	Final City Manager Proposed Miscellaneous Repairs and Frabricated Steel					1.00	1,000.00	1,000.00
	Final City Manager Proposed Seats					1.00	1,875.00	1,875.00
	Final City Manager Proposed Slides					1.00	3,125.00	3,125.00
	Final City Manager Proposed Springs					1.00	250.00	250.00
						Final City Manager Proposed Totals		\$8,000.00
	<i>MAINTENANCE Totals</i>	\$73,826.81	\$65,319.37	\$97,529.82	\$83,285.00	\$109,531.00	\$84,785.00	\$1,500.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 34 - PARKS								
CONTRACTUAL SERVICES								
8304	WIRELESS COMMUNICATIONS	283.78	289.01	369.73	300.00	370.00	300.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	300.00	300.00
	Cell Phone							
						Final City Manager Proposed Totals		\$300.00
8310	CONTRACT LABOR	217,512.00	182,945.40	192,364.36	225,005.00	225,005.00	219,005.00	(6,000.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	34,980.00	34,980.00
	Chemical Application							
	Final City Manager Proposed					1.00	163,525.00	163,525.00
	Mowing Contract							
	Final City Manager Proposed					1.00	1,000.00	1,000.00
	Summer Youth Program (Keys)							
	Final City Manager Proposed					1.00	19,500.00	19,500.00
	Tree trimming							
						Final City Manager Proposed Totals		\$219,005.00
8320	TRAVEL EXPENSE	.00	.00	.00	1,880.00	1,595.00	1,880.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					3.00	410.00	1,230.00
	Southwest Park Training Institute							
	Final City Manager Proposed					1.00	650.00	650.00
	Texas Recreation and Parks Society State Conference							
						Final City Manager Proposed Totals		\$1,880.00
8321	RENTALS	391.30	754.74	1,285.62	900.00	900.00	900.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	900.00	900.00
	Equipment Rentals							
						Final City Manager Proposed Totals		\$900.00
8322	DUES	82.00	489.00	798.00	590.00	1,353.00	1,255.00	665.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					2.00	45.00	90.00
	Electrical License							
	Final City Manager Proposed					2.00	22.50	45.00
	Pesticide License							
	Final City Manager Proposed					2.00	250.00	500.00
	Texas Irrigators License							
	Final City Manager Proposed					4.00	155.00	620.00
	Texas Recreation and Parks Society							
						Final City Manager Proposed Totals		\$1,255.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 34 - PARKS								
CONTRACTUAL SERVICES								
8323	SCHOOLS	575.00	1,430.00	637.00	2,530.00	293.00	2,530.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Certified Pool Operator Class/Local					2.00	300.00	600.00
	Electrical License Continuing Education/Local					2.00	45.00	90.00
	Herbicide/Pesticide Class/Local					3.00	120.00	360.00
	Irrigation Classes/Local					2.00	250.00	500.00
	Southwest Park Training Institute					2.00	290.00	580.00
	Texas Recreation & Parks Society Region Conference					4.00	50.00	200.00
	Texas Recreation & Parks Society State Conference					1.00	200.00	200.00
	Final City Manager Proposed Totals							\$2,530.00
8341	SPECIAL EVENTS	50.00	50.00	50.00	50.00	50.00	50.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Gifts cards for employee Christmas Luncheon					1.00	50.00	50.00
	Final City Manager Proposed Totals							\$50.00
8360	COPY MACHINES	4,693.40	4,427.90	4,472.27	4,500.00	4,500.00	4,500.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Copy Machines					1.00	4,500.00	4,500.00
	Final City Manager Proposed Totals							\$4,500.00
	CONTRACTUAL SERVICES Totals	\$223,587.48	\$190,386.05	\$199,976.98	\$235,755.00	\$234,066.00	\$230,420.00	(\$5,335.00)
	UTILITIES							
8327	ELECTRICITY	73,098.91	76,632.70	68,490.51	78,300.00	60,879.00	78,300.00	.00
8328	WATER	51,736.17	52,138.95	50,964.20	57,500.00	70,855.00	57,500.00	.00
8329	GAS	2,630.46	3,402.54	3,030.11	2,700.00	2,306.00	2,700.00	.00
	UTILITIES Totals	\$127,465.54	\$132,174.19	\$122,484.82	\$138,500.00	\$134,040.00	\$138,500.00	\$0.00
	DEBT SERVICE & TRANSFERS							
8498	OPERATING TRANSFERS	.00	.00	120,000.00	50,000.00	50,000.00	50,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Transfer to Parks Maintenance Fund					1.00	50,000.00	50,000.00
	Final City Manager Proposed Totals							\$50,000.00
	DEBT SERVICE & TRANSFERS Totals	\$0.00	\$0.00	\$120,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$0.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	101 - GENERAL FUND							
	Department 65 - COMMUNITY SERVICES							
	Division 34 - PARKS							
	<i>CAPITAL OUTLAY</i>							
9104	IMPROVEMENTS OTHER THAN BUILDINGS	48,784.89	.00	.00	153,995.00	158,995.00	.00	(153,995.00)
9109	MACHINERY	17,950.82	.00	.00	.00	.00	.00	.00
9111	MOTOR VEHICLES	1,338.14	.00	.00	.00	.00	.00	.00
	<i>CAPITAL OUTLAY Totals</i>	<u>\$68,073.85</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$153,995.00</u>	<u>\$158,995.00</u>	<u>\$0.00</u>	<u>(\$153,995.00)</u>
	Division 34 - PARKS Totals	\$1,227,174.38	\$1,114,755.73	\$1,291,379.04	\$1,489,464.00	\$1,509,984.00	\$1,416,543.00	(\$72,921.00)



City of Bedford
Program Summary
FY 2016-2017

Fund: General

Department: Community Services

Division: Recreation

PROGRAM DESCRIPTION

The Recreation Division provides high-quality recreational opportunities. This is accomplished through the oversight and management of the Boys Ranch Activity Center and Aquatics facilities, planning and execution of center-based special events, and provision of classes, programs, and fitness activities. In addition, the Recreation Division manages the shelter operations for the City of Bedford. The Recreation Division staff has been American Red Cross certified to facilitate shelter operations at the Boys Ranch Activity Center.

FY 2015-2016 HIGHLIGHTS

- * Hosted Day Camp and other camp programs that resulted in over XXX registrations.
- * Continued to increase exposure to the community by utilizing the promotional Fun Utility Vehicle (FUV) and introducing mascot "Barkley" at various special events.
- * The Boys Ranch Activity Center and Bedford Splash had XXX people in attendance at the various programs offered over the year.
- * Increased the capacity of summer Day Camp which resulted in additional \$XXX in revenue.

FY 2016-2017 DIVISIONAL GOALS (AS RELATED TO COUNCIL MISSION)

Be responsive to the needs of the community.

- * Continue to increase engagement through outreach to community members in order to be more conscious of recreational needs.
- * Collaborate with various community organizations to cross-promote events and programs.

Demonstrate excellent customer service in an efficient manner.

- * Continue to educate participants about bedfordfun.com, as well as the growing number of other marketing tools being utilized by the Parks and Recreation Department.
- * Enhance brand awareness of the Parks, Recreation, Senior Center, and Aquatics Divisions.

Provide for a safe and friendly community environment.

- * Continue to provide a safe and friendly community environment by offering programs such as Day Camp and maintain a staff training program that keeps Bedford competitive in the industry.

Foster economic growth.

- * Continue to provide a wide variety of excellent programs and services to attract new people and businesses.

Protect the vitality of neighborhoods.

- * Improve the quality of life in the City of Bedford by providing premium recreation programs and services that meet the needs of members and citizens alike.

Encourage citizen involvement.

- * Encourage collaboration between the Parks and Recreation Advisory Board, Cultural Commission, and Beautification Commission as a means to increase citizen involvement with City and Department of Community Services events and programs.

Support and develop arts and culture in Bedford.

- * Expand on the commitment of supporting the arts and cultural community by incorporating art and culture into programs and special events offered at the Boys Ranch Activity Center.



Fund: General
Department: Community Services
Division: Recreation

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services	\$581,292	\$641,617	\$462,953	\$475,781	\$417,958
Supplies	74,046	79,200	87,320	89,412	28,270
Maintenance	5,226	6,201	7,200	4,700	7,200
Contractual Services	68,607	77,694	111,089	123,989	87,154
Utilities	46,776	43,066	48,800	45,120	48,800
Sundry	-	-	-	-	-
Capital Outlay	9,351	-	-	-	-
TOTAL:	\$785,298	\$847,778	\$717,362	\$739,002	\$589,382

PERSONNEL SUMMARY

**Only budgeted positions are listed here. All positions (including frozen) can be found on the City-wide Position Summary.*

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Managing Director	1.00	1.00	0.00	0.00	0.00
Community Services Manager	0.00	1.00	1.00	1.00	1.00
Recreation Manager	1.00	0.00	0.00	0.00	0.00
Communications Coordinator	1.00	1.00	1.00	1.00	0.00
Athletics / Aquatics Coordinator	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Parks/Recreation/Special Events Assistant	1.00	1.00	0.00	0.00	0.00
Customer Service Associate	3.43	3.43	3.43	3.43	3.43
Day Camp Coordinator - Seasonal	0.60	0.60	0.60	0.60	0.60
Day Camp Leader - Seasonal	2.80	2.80	3.60	3.60	3.60
*TOTAL:	12.83	12.83	11.63	11.63	10.63

SIGNIFICANT CHANGES



Fund: General
Department: Community Services
Division: Recreation

PERFORMANCE MEASURES

Indicator	2014-15 ACTUAL	2015-16 PROJECTED	2016-17 TARGET
INPUTS			
# of Volunteers	30	51	60
# of Seasonal FTEs	3.4	4.2	4.2
# of Regular FTEs	9.43	9.43	9.43
OUTPUTS			
# of Facility Members	252	420	450
# of Facility Visits	9,087	115,000	120,000
# of Community Outreach Appearances	12	16	20
# of External Entities or Vendor Relationships	24	30	35
# of Arts and Cultural Related Events and Programs	33	35	40
EFFICIENCY			
% of Transactions Online	8%	10%	15%
# of Open Hours per FTE	673	673	673
Division Budget as a % of General Fund	2.84%	2.41%	1.81%
EFFECTIVENESS & OUTCOMES			
# of Programs	302	321	350
# of New Programs	23	25	25
# of Total Facebook Likes	1,423	3,500	4,000
Maintenance and Operation Cost per Capita	\$16.45	\$16.45	\$16.25



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 44 - RECREATION								
<i>PERSONNEL SERVICES</i>								
8001	SALARIES	444,701.78	480,729.39	538,829.06	378,156.00	404,555.00	345,641.00	(32,515.00)
8001.0003	SALARIES INCENTIVE PAY	4,478.58	6,012.46	5,348.16	4,501.00	7,337.00	4,202.00	(299.00)
8001.0007	SALARIES CELL PHONE ALLOWANCE	.00	.00	316.27	421.00	406.00	421.00	.00
8001.0099	SALARIES COLA INCREASE BUDGET	6,510.00	.00	.00	14,922.00	.00	13,826.00	(1,096.00)
8003	LONGEVITY	1,828.77	1,722.42	1,705.42	963.00	1,430.00	900.00	(63.00)
8004	OVERTIME	464.69	.00	47.94	.00	1,044.00	.00	.00
8005.0005	HOSPITALIZATION & LIFE INSURANCE LIFE INSURANCE	686.71	718.77	676.32	479.00	375.00	388.00	(91.00)
8005.0010	HOSPITALIZATION & LIFE INSURANCE DENTAL INSURANCE	2,560.95	2,826.41	2,125.89	1,995.00	1,477.00	1,445.00	(550.00)
8005.0015	HOSPITALIZATION & LIFE INSURANCE HEALTH INSURANCE	37,419.27	38,415.53	40,566.77	24,921.00	26,472.00	19,626.00	(5,295.00)
8005.0025	HOSPITALIZATION & LIFE INSURANCE EMPLOYEE CLINIC	2,170.36	1,723.25	1,544.54	1,272.00	1,129.00	960.00	(312.00)
8006	PENSION	11,274.91	12,576.87	5,359.69	.00	.00	.00	.00
8006.0001	PENSION TMRS	15,811.74	17,244.97	26,789.68	18,625.00	17,539.00	16,924.00	(1,701.00)
8007	PHYSICALS	801.00	1,919.00	934.50	.00	260.00	.00	.00
8008	WORKER'S COMPENSATION INSURANCE	2,001.16	3,723.96	6,690.02	5,043.00	5,315.00	6,276.00	1,233.00
8009	UNEMPLOYMENT INSURANCE	415.56	4,609.91	693.30	4,297.00	1,075.00	538.00	(3,759.00)
8010	FICA/MEDICARE	6,437.81	6,854.77	7,697.92	5,798.00	5,859.00	5,317.00	(481.00)
8015	DISABILITY INSURANCE	531.88	567.42	695.33	560.00	413.00	494.00	(66.00)
8026	BACKGROUND CHECK	359.10	646.50	596.50	.00	95.00	.00	.00
8030	RETIREE HEALTH SAVINGS	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.00
<i>PERSONNEL SERVICES Totals</i>		\$539,454.27	\$581,291.63	\$641,617.31	\$462,953.00	\$475,781.00	\$417,958.00	(\$44,995.00)
<i>SUPPLIES</i>								
8101	OFFICE	3,627.26	2,069.99	3,961.99	3,200.00	3,200.00	3,200.00	.00

Budget Transactions		Number of Units	Cost Per Unit	Total Amount
Level	Transaction			
Final City Manager Proposed	BRAC copy and printer paper	1.00	500.00	500.00
Final City Manager Proposed	BRAC ID cards	1.00	1,300.00	1,300.00
Final City Manager Proposed	Credit Card tape	1.00	300.00	300.00
Final City Manager Proposed	Office Supplies for BRAC and Admin. Office	1.00	1,100.00	1,100.00
Final City Manager Proposed Totals				\$3,200.00

8102	FOOD	16.61	.00	40.97	.00	.00	.00	.00
8103	WEARING APPAREL	549.97	1,053.76	1,935.38	1,700.00	2,100.00	1,700.00	.00
<i>Budget Transactions</i>								
Level	Transaction	Number of Units	Cost Per Unit	Total Amount				
Final City Manager Proposed	Day Camp kids shirts.	1.00	560.00	560.00				



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 44 - RECREATION								
SUPPLIES								
	Final City Manager Proposed Day Camp Shirts					1.00	850.00	850.00
	Final City Manager Proposed Recreation Staff Shirts					1.00	290.00	290.00
	Final City Manager Proposed Totals							\$1,700.00
8105	FUEL AND OIL	.00	159.63	.00	.00	.00	.00	.00
8106	MINOR APPARATUS	6,361.51	6,784.69	14,952.34	6,600.00	12,600.00	6,600.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Day Camp Arts and Crafts					1.00	1,600.00	1,600.00
	Final City Manager Proposed Day Camp Supplies					1.00	1,200.00	1,200.00
	Final City Manager Proposed Recreation Supplies and equipment					1.00	3,000.00	3,000.00
	Final City Manager Proposed Software Upgrades					1.00	800.00	800.00
	Final City Manager Proposed Totals							\$6,600.00
8108	CHEMICAL, MEDICAL AND SURGICAL	1,138.47	.00	814.61	570.00	870.00	570.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Recreation Medical Supplies					1.00	570.00	570.00
	Final City Manager Proposed Totals							\$570.00
8110	FURNITURE AND FIXTURES	4.97	.00	.00	13,000.00	3,000.00	13,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed BRAC Equipment Replacement					1.00	13,000.00	13,000.00
	Final City Manager Proposed Totals							\$13,000.00
8114	POSTAGE	257.01	103.73	42.14	500.00	750.00	500.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Postage					1.00	500.00	500.00
	Final City Manager Proposed Totals							\$500.00
8115	CLEANING SUPPLIES	.00	.00	4.00	.00	.00	.00	.00
8135	PROMOTIONAL AND EDUCATIONAL	358.08	2,183.94	1,398.66	2,700.00	1,700.00	2,700.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Athletic Programs					1.00	200.00	200.00
	Final City Manager Proposed Constant Contact Promotional System					1.00	1,000.00	1,000.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department	65 - COMMUNITY SERVICES							
Division	44 - RECREATION							
	SUPPLIES							
	Final City Manager Proposed Day Camp Speakers					1.00	500.00	500.00
	Final City Manager Proposed Flyers					1.00	500.00	500.00
	Final City Manager Proposed Promotional Materials					1.00	500.00	500.00
	Final City Manager Proposed Totals							\$2,700.00
8140	PUBLICATIONS AND PROGRAMMING	58,139.12	61,690.55	56,050.18	59,050.00	65,192.00	.00	(59,050.00)
	SUPPLIES Totals	\$70,453.00	\$74,046.29	\$79,200.27	\$87,320.00	\$89,412.00	\$28,270.00	(\$59,050.00)
	MAINTENANCE							
8202	MAINTENANCE BUILDINGS	1,652.50	4,392.89	2,196.43	4,700.00	2,700.00	4,700.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Athletic Equipment					1.00	250.00	250.00
	Final City Manager Proposed Basketball Goal Replacement					1.00	590.00	590.00
	Final City Manager Proposed Ceiling Tile replacement					1.00	600.00	600.00
	Final City Manager Proposed General repair					1.00	1,000.00	1,000.00
	Final City Manager Proposed Lighting replacement					1.00	600.00	600.00
	Final City Manager Proposed Painting					1.00	1,200.00	1,200.00
	Final City Manager Proposed Replacement locks and glass					1.00	460.00	460.00
	Final City Manager Proposed Totals							\$4,700.00
8209	MAINTENANCE FIXTURES AND FURNITURE	.00	482.93	242.54	500.00	500.00	500.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Furniture Repairs					1.00	500.00	500.00
	Final City Manager Proposed Totals							\$500.00
8210	MAINTENANCE EQUIPMENT	90.00	196.48	3,671.98	2,000.00	1,500.00	2,000.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Cardio Machine Maintenance & Repair					1.00	1,000.00	1,000.00
	Final City Manager Proposed Scoreboard repairs					1.00	200.00	200.00
	Final City Manager Proposed Volleyball Equipment					1.00	400.00	400.00
	Final City Manager Proposed Weight Room Repairs					1.00	400.00	400.00
	Final City Manager Proposed Totals							\$2,000.00
8212	MAINTENANCE MOTOR VEHICLES	281.94	153.86	90.52	.00	.00	.00	.00
	MAINTENANCE Totals	\$2,024.44	\$5,226.16	\$6,201.47	\$7,200.00	\$4,700.00	\$7,200.00	\$0.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 44 - RECREATION								
CONTRACTUAL SERVICES								
8304	WIRELESS COMMUNICATIONS	1,384.28	1,817.47	3,063.41	750.00	3,250.00	750.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	750.00	750.00
	Transaction							
	Cell phone (Community Services Manager)							
						Final City Manager Proposed Totals		\$750.00
8310	CONTRACT LABOR	27.24	27.24	1,000.00	35,000.00	35,000.00	17,000.00	(18,000.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	17,000.00	17,000.00
	Transaction							
	CLASS Transaction Fees							
						Final City Manager Proposed Totals		\$17,000.00
8319	ADVERTISING	712.95	338.40	216.92	500.00	1,000.00	500.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	250.00	250.00
	Transaction							
	Award Program Fees							
	Final City Manager Proposed					1.00	50.00	50.00
	Transaction							
	Mid-Cities Youth Athletic Council Brochure							
	Final City Manager Proposed					1.00	50.00	50.00
	Transaction							
	Position Ads							
	Final City Manager Proposed					1.00	50.00	50.00
	Transaction							
	Program Ads							
	Final City Manager Proposed					1.00	100.00	100.00
	Transaction							
	Valentine Ads							
						Final City Manager Proposed Totals		\$500.00
8320	TRAVEL EXPENSE	1,254.70	3,141.84	3,342.73	3,740.00	4,240.00	3,635.00	(105.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					2.00	1,015.00	2,030.00
	Transaction							
	National Parks and Recreation Association Conference							
	Final City Manager Proposed					1.00	505.00	505.00
	Transaction							
	Texas Public Pool Council							
	Final City Manager Proposed					4.00	275.00	1,100.00
	Transaction							
	Texas Recreation and Parks Society State Conference							
						Final City Manager Proposed Totals		\$3,635.00
8322	DUES	1,267.91	1,714.57	2,439.00	2,089.00	2,089.00	1,959.00	(130.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	880.00	880.00
	Transaction							
	National Recreation and Park Association City Membership							
	Final City Manager Proposed					1.00	800.00	800.00
	Transaction							
	Texas Amateur Athletic Federation (TAAF) City Membership							
	Final City Manager Proposed					3.00	93.00	279.00
	Transaction							
	Texas Recreation and Parks Society (TRAPS) Individual Dues							
						Final City Manager Proposed Totals		\$1,959.00



Expense Budget Worksheet Report

Budget Year 2017

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Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 44 - RECREATION								
CONTRACTUAL SERVICES								
8323	SCHOOLS	1,834.00	2,733.49	1,912.00	2,570.00	2,570.00	2,420.00	(150.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Brand Aid Conference					3.00	100.00	300.00
	Final City Manager Proposed					2.00	485.00	970.00
	National Recreation and Parks Association Conference					1.00	200.00	200.00
	Final City Manager Proposed					4.00	50.00	200.00
	Texas Recreation and Parks Society Region Conference					4.00	187.50	750.00
	Final City Manager Proposed							
	Texas Recreation and Parks Society State Conference							
						Final City Manager Proposed Totals		\$2,420.00
8333	SUBSCRIPTIONS	14,613.97	6,919.95	7,123.75	9,070.00	8,070.00	3,520.00	(5,550.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	2,800.00	2,800.00
	CLASS Online Registration					12.00	60.00	720.00
	Final City Manager Proposed							
	Hootsuite Subscription							
						Final City Manager Proposed Totals		\$3,520.00
8338	INSTRUCTORS	42,506.52	39,432.98	39,686.22	43,000.00	49,000.00	43,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	42,150.00	42,150.00
	Contract Instructors					1.00	850.00	850.00
	Final City Manager Proposed							
	Wearing Apparel							
						Final City Manager Proposed Totals		\$43,000.00
8341	SPECIAL EVENTS	12,353.43	9,459.58	13,548.31	12,070.00	13,470.00	12,070.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	50.00	50.00
	Christmas Employee luncheon gift cards					1.00	2,350.00	2,350.00
	Final City Manager Proposed					1.00	595.00	595.00
	Easter Event					1.00	3,000.00	3,000.00
	Final City Manager Proposed					1.00	3,000.00	3,000.00
	Family Camp Out					1.00	3,075.00	3,075.00
	Final City Manager Proposed							
	Halloween Fest							
	Final City Manager Proposed							
	Holiday Tree Lighting							
	Final City Manager Proposed							
	Valentine Dance							
						Final City Manager Proposed Totals		\$12,070.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 44 - RECREATION								
<i>CONTRACTUAL SERVICES</i>								
8360	COPY MACHINES	2,980.81	3,021.27	5,361.19	2,300.00	5,300.00	2,300.00	.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	2,300.00	2,300.00
	Copier							
	Final City Manager Proposed Totals							\$2,300.00
<i>CONTRACTUAL SERVICES Totals</i>		\$78,935.81	\$68,606.79	\$77,693.53	\$111,089.00	\$123,989.00	\$87,154.00	(\$23,935.00)
<i>UTILITIES</i>								
8327	ELECTRICITY	36,807.57	35,375.24	32,887.17	36,400.00	37,251.00	36,400.00	.00
8328	WATER	4,562.92	4,681.77	4,775.11	4,600.00	4,217.00	4,600.00	.00
8329	GAS	5,986.03	6,719.34	5,403.58	7,800.00	3,652.00	7,800.00	.00
<i>UTILITIES Totals</i>		\$47,356.52	\$46,776.35	\$43,065.86	\$48,800.00	\$45,120.00	\$48,800.00	\$0.00
<i>CAPITAL OUTLAY</i>								
9109	MACHINERY	.00	9,351.15	.00	.00	.00	.00	.00
<i>CAPITAL OUTLAY Totals</i>		\$0.00	\$9,351.15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Division 44 - RECREATION Totals		\$738,224.04	\$785,298.37	\$847,778.44	\$717,362.00	\$739,002.00	\$589,382.00	(\$127,980.00)



City of Bedford
Program Summary
FY 2016-2017

Fund: General

Department: Community Services

Division: Aquatics

PROGRAM DESCRIPTION

The Aquatics Division oversees the management and operation of the Bedford Splash Aquatic Center and Roy Savage Pool. Operations include admission ticket sales, concessions, swim team management, swim lesson management, pool rentals, pool safety, and accident prevention. The Aquatics Division also ensures that the Aquatic facilities meet standards set forth by the Tarrant County Health Department, American Red Cross, Texas Municipal League, Texas Amateur Athletics Federation, and National Swimming Pool Foundation. The Aquatics Division works in conjunction with the Parks Division to make certain that maintenance items and cleaning are done on an ongoing basis during the season.

FY 2015-2016 HIGHLIGHTS

- * During the 2016 season, Splash served over XXXX patrons, which brought in a total of \$XXXX in admission revenue.
- * Splash Concession Stand revenue brought in \$XXXX, with the top selling item being XXXXX.
- * Splash brought in \$XXXX in rental revenue, which includes the Cabana, Pavilion and after-hours rentals.
- * Splash hosted numerous Aquatic programs and special events resulting in XXXX registrations.
- * Splash had XXXX participants in the staff managed swim lesson program.

FY 2016-2017 DIVISIONAL GOALS (AS RELATED TO COUNCIL MISSION)

Be responsive to the needs of the community.

- * Collaborate with various community organizations to cross-promote events and programs.
- * Expand partnership with Hurst-Euless-Bedford (HEB) ISD and The Clubhouse to offer events and programs to participants with special needs.

Demonstrate excellent customer service in an efficient manner.

- * Work with the Recreation Division to enhance brand awareness of the Parks, Recreation, Senior Center, and Aquatics Divisions.

Provide for a safe and friendly community environment.

- * Continue commitment to safety by maintaining a high level of training for the Aquatics staff.

Foster economic growth.

- * Continue to position the Aquatics facilities as a regional attraction to attract new people and businesses to the City of Bedford.

Encourage citizen involvement.

- * Provide a fun, safe, family friendly-environment with excellent customer service.

Support and develop arts and culture in Bedford.

- * Incorporate arts and culture into special events offered at the Aquatics facilities.



Fund: General
Department: Community Services
Division: Aquatics

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services	\$253,696	\$243,576	\$254,456	\$254,760	\$260,231
Supplies	56,733	51,486	60,550	55,750	60,550
Maintenance	11,865	27,516	11,100	22,701	11,100
Contractual Services	23,690	19,489	19,950	22,013	19,950
Utilities	61,643	57,153	66,000	61,168	66,000
Sundry	-	-	-	-	-
Capital Outlay	-	-	-	-	-
TOTAL:	\$407,626	\$399,221	\$412,056	\$416,392	\$417,831

PERSONNEL SUMMARY

**Only budgeted positions are listed here. All positions (including frozen) can be found on the City-wide Position Summary.*

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Assistant Pool Manager	0.46	0.46	0.46	0.46	0.46
Head Lifeguards	0.90	0.90	0.90	0.90	0.90
Lifeguards	7.49	7.49	7.49	7.49	7.49
Con / Retail / Ticket / Attendants	2.90	2.90	2.90	2.90	2.90
CTS Manager	0.41	0.41	0.41	0.41	0.41
Water Safety Instructor	0.08	0.08	0.08	0.08	0.08
*TOTAL:	12.24	12.24	12.24	12.24	12.24

SIGNIFICANT CHANGES



Fund: General
Department: Community Services
Division: Aquatics

PERFORMANCE MEASURES

Indicator	2014-15 ACTUAL	2015-16 PROJECTED	2016-17 TARGET
INPUTS			
# of Volunteers	5	6	6
# of Seasonal FTEs	12.24	12.24	12.24
OUTPUTS			
# of Arts and Cultural Related Events and Programs	5	5	6
# of Total Attendance for Bedford Splash	45,929	46,000	46,000
# of Total Attendance for Roy Savage Pool	4,180	4,200	4,500
# of Aquatic Program Participants	499	500	530
# of Swim Team Participants	82	90	90
# of External Entities or Vendor Relationships	5	5	5
# of Operational Days Open	91	92	91
# of Total Staff Training Hours	59	60	65
% of Residents vs. Non-Residents Facility Attendance	30%	45%	50%
% of Residents vs. Non-Residents Program Registration	77%	80%	80%
EFFICIENCY			
# of Open Hours per FTE	92.21	92	92
Average Cost per Visitor	\$6.54	\$6.55	\$6.54
# of Attendees per FTE	3,927	3,950	4,000
Division Budget as a % of General Fund	1.34%	1.36%	1.29%
EFFECTIVENESS & OUTCOMES			
% of Participants Passing the Lifeguard Certification	80%	90%	85%
Maintenance and Operation Cost per Capita	\$8.36	\$8.30	\$8.36



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 45 - AQUATIC OPERATIONS								
<i>PERSONNEL SERVICES</i>								
8001	SALARIES	225,086.76	237,592.71	233,037.10	232,471.00	241,770.00	241,733.00	9,262.00
8001.0005	SALARIES TEMPORARY ASSIGNMENT PAY	359.71	1,067.61	367.46	.00	68.00	.00	.00
8001.0099	SALARIES COLA INCREASE BUDGET	.00	.00	.00	9,299.00	.00	9,669.00	370.00
8004	OVERTIME	.00	.00	.00	.00	236.00	.00	.00
8007	PHYSICALS	2,120.00	2,266.50	1,986.50	.00	.00	.00	.00
8008	WORKER'S COMPENSATION INSURANCE	1,581.34	3,131.32	4,337.68	3,484.00	3,484.00	4,336.00	852.00
8009	UNEMPLOYMENT INSURANCE	64.62	5,649.87	234.14	5,622.00	5,622.00	799.00	(4,823.00)
8010	FICA/MEDICARE	3,286.21	3,456.61	3,385.12	3,580.00	3,580.00	3,694.00	114.00
8026	BACKGROUND CHECK	663.25	531.65	228.45	.00	.00	.00	.00
	<i>PERSONNEL SERVICES Totals</i>	\$233,161.89	\$253,696.27	\$243,576.45	\$254,456.00	\$254,760.00	\$260,231.00	\$5,775.00
<i>SUPPLIES</i>								
8101	OFFICE	388.47	142.68	148.21	600.00	400.00	600.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	600.00	600.00
	Transaction							
	General office supplies							600.00
						Final City Manager Proposed Totals		\$600.00
8103	WEARING APPAREL	3,575.82	1,285.60	960.85	1,500.00	1,000.00	1,500.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	350.00	350.00
	Transaction							
	Aquatic Staff Shirts					1.00	250.00	250.00
	Fanny packs					1.00	550.00	550.00
	Lifeguard suits					1.00	350.00	350.00
	Whistles, lanyards							
						Final City Manager Proposed Totals		\$1,500.00
8103.0001	WEARING APPAREL SWIM TEAM	.00	793.00	768.25	350.00	850.00	350.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	350.00	350.00
	Transaction							
	Swim Team Shirts							
						Final City Manager Proposed Totals		\$350.00
8106	MINOR APPARATUS	5,003.49	5,849.79	2,998.76	6,200.00	5,200.00	6,200.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	1,500.00	1,500.00
	Transaction							
	Backboards					1.00	500.00	500.00
	Concession equipment repairs							



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department	65 - COMMUNITY SERVICES							
Division	45 - AQUATIC OPERATIONS							
	SUPPLIES							
	Final City Manager Proposed Entrance wristbands					1.00	1,000.00	1,000.00
	Final City Manager Proposed Horns					1.00	200.00	200.00
	Final City Manager Proposed Lane ropes and chain hooks					1.00	500.00	500.00
	Final City Manager Proposed Rescue Tubes					1.00	1,500.00	1,500.00
	Final City Manager Proposed Umbrellas					1.00	1,000.00	1,000.00
							Final City Manager Proposed Totals	\$6,200.00
8108	CHEMICAL, MEDICAL AND SURGICAL	22,632.28	27,197.49	24,730.46	29,000.00	26,000.00	29,000.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Pool Chemicals & Medical Supplies					1.00	29,000.00	29,000.00
							Final City Manager Proposed Totals	\$29,000.00
8110	FURNITURE AND FIXTURES	39.96	2,304.53	106.15	1,000.00	1,000.00	1,000.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Furniture					1.00	1,000.00	1,000.00
							Final City Manager Proposed Totals	\$1,000.00
8115	CLEANING SUPPLIES	842.76	42.93	742.10	1,400.00	800.00	1,400.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Cleaning products, paper goods, mops, brooms, soap, disinfectant					1.00	1,400.00	1,400.00
							Final City Manager Proposed Totals	\$1,400.00
8117	MERCHANDISE	16,721.17	19,067.52	20,531.40	20,000.00	20,000.00	20,000.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Concession & Retail merchandise					1.00	20,000.00	20,000.00
							Final City Manager Proposed Totals	\$20,000.00
8130	SIGNS	.00	49.00	500.00	500.00	500.00	500.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Sign Replacement					1.00	500.00	500.00
							Final City Manager Proposed Totals	\$500.00
	<i>SUPPLIES Totals</i>	\$49,203.95	\$56,732.54	\$51,486.18	\$60,550.00	\$55,750.00	\$60,550.00	\$0.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 45 - AQUATIC OPERATIONS								
MAINTENANCE								
8202	MAINTENANCE BUILDINGS	188.72	917.44	493.20	.00	1,601.00	.00	.00
8210	MAINTENANCE EQUIPMENT	15,822.33	10,947.53	27,022.77	11,100.00	21,100.00	11,100.00	.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Bathroom/locker room maintenance					1.00	1,000.00	1,000.00
	Concrete deck repair					1.00	1,000.00	1,000.00
	General pool repair					1.00	4,000.00	4,000.00
	Lighting/electrical maintenance					1.00	1,000.00	1,000.00
	Pool painting					1.00	1,800.00	1,800.00
	Pumps					1.00	1,800.00	1,800.00
	Tile repair/replacement					1.00	500.00	500.00
						Final City Manager Proposed Totals		\$11,100.00
	<i>MAINTENANCE Totals</i>	\$16,011.05	\$11,864.97	\$27,515.97	\$11,100.00	\$22,701.00	\$11,100.00	\$0.00
<i>CONTRACTUAL SERVICES</i>								
8303	INSURANCE	.00	.00	80.00	.00	.00	.00	.00
8310	CONTRACT LABOR	.00	.00	35.00	.00	23.00	.00	.00
8319	ADVERTISING	1,100.00	.00	1,380.05	1,320.00	1,320.00	1,320.00	.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Advertising					1.00	1,320.00	1,320.00
						Final City Manager Proposed Totals		\$1,320.00
8322	DUES	.00	15.00	30.00	.00	40.00	.00	.00
8322.0001	DUES SWIM TEAM	1,479.00	1,662.00	1,427.00	1,600.00	1,600.00	1,600.00	.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Texas Amateur Athletic Federation Swim Team Registration					1.00	1,600.00	1,600.00
						Final City Manager Proposed Totals		\$1,600.00
8338	INSTRUCTORS	5,893.82	13,618.76	5,752.89	7,180.00	6,180.00	7,180.00	.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Instructors-water aerobics, water boot camp and aqua pilates					1.00	7,180.00	7,180.00
						Final City Manager Proposed Totals		\$7,180.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 45 - AQUATIC OPERATIONS								
<i>CONTRACTUAL SERVICES</i>								
8338.0001	INSTRUCTORS SWIM TEAM	8,099.74	8,393.75	10,784.01	8,100.00	11,100.00	8,100.00	.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	8,100.00	8,100.00
	Swim Team Instructors							
						Final City Manager Proposed Totals		\$8,100.00
8341	SPECIAL EVENTS	.00	.00	.00	1,750.00	1,750.00	1,750.00	.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	1,000.00	1,000.00
	Dog Splash							
	Final City Manager Proposed					1.00	750.00	750.00
	Flick and Float Movie							
						Final City Manager Proposed Totals		\$1,750.00
<i>CONTRACTUAL SERVICES Totals</i>		\$16,572.56	\$23,689.51	\$19,488.95	\$19,950.00	\$22,013.00	\$19,950.00	\$0.00
<i>UTILITIES</i>								
8327	ELECTRICITY	28,818.22	29,450.40	26,848.07	28,800.00	27,968.00	28,800.00	.00
8328	WATER	29,814.56	32,192.35	30,305.27	37,200.00	33,200.00	37,200.00	.00
<i>UTILITIES Totals</i>		\$58,632.78	\$61,642.75	\$57,153.34	\$66,000.00	\$61,168.00	\$66,000.00	\$0.00
Division 45 - AQUATIC OPERATIONS Totals		\$373,582.23	\$407,626.04	\$399,220.89	\$412,056.00	\$416,392.00	\$417,831.00	\$5,775.00



City of Bedford
Program Summary
FY 2016-2017

Fund: General

Department: Community Services

Division: Senior Center

PROGRAM DESCRIPTION

The Bedford Senior Center exists to serve, support, and enhance the lives of all senior citizens, 50 years of age and older, by providing opportunities in the way of programs and activities designed to promote active, independent, healthy lifestyles. The Senior Center promotes healthy aging through daily exercise programs, weekly dances, Tai Chi, blood pressure checks, and health education. By serving as a gathering place, the Center provides seniors with support systems for their physical and mental well-being. Senior Center staff provide information and referral services to connect seniors with area-aging services such as Meals on Wheels, the Alzheimer's Association, Legal Aid, Section 8 Housing, and Social Security. The Center provides a safe, caring, and nurturing environment that keeps seniors socially active and engaged with the community. Activities such as bridge, dominoes, billiards, and pinochle keep the aging brain active and healthy. Participation in ceramics, painting, quilting, needlecraft, dancing, and music allow for creativity and artistic expression.

FY 2015-2016 HIGHLIGHTS

- * Provided 28,853 participants with activities over the past 12 months.
- * Held annual Art Show and Sale displaying members' work.
- * Provided a Thanksgiving Luncheon for 230 people.
- * Held a Valentine Dinner and Dance for 123 people.
- * Had 9 Lunch and Learn programs.
- * Extended Thursday hours to remain open until 8:00p.m.
- * Held 19 seminars on physical, mental, and financial health for seniors.

FY 2016-2017 DIVISIONAL GOALS (AS RELATED TO COUNCIL MISSION)

Be responsive to the needs of the community.

- * Be Bedford's source for information on health and well-being, as well as socialization, for citizens age 50 and over in the community.
- * To offer new programming to attract the next generation of senior citizens.

Demonstrate excellent customer service in an efficient manner.

- * Continue to maintain a superior level of customer service by all Senior Center staff.
- * Partner with area agencies serving seniors to maximize resources and serve as a referral agency.

Provide for a safe and friendly community environment.

- * Create a safe place and sense of community at the Senior Center by offering programming that is fun and educational.

Encourage citizen involvement.

- * Continue to offer interactive programming, as well as opportunities to volunteer in the City of Bedford.

Support and develop arts and culture in Bedford.

- * Offer opportunities to the citizens of Bedford to view the artwork, as well as participate in the creation of artistic bodies of work.
- * Celebrate music with weekly guitar jam sessions, line dancing classes, and weekly dances.
- * Continue to offer classes in art, quilting, china painting, and ceramics.



Fund: General
 Department: Community Services
 Division: Senior Center

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services	\$168,270	\$175,839	\$189,579	\$196,114	\$209,991
Supplies	12,766	12,051	14,660	14,060	14,660
Maintenance	6,663	6,025	4,800	5,800	4,800
Contractual Services	7,044	13,960	10,840	28,363	32,890
Utilities	17,926	17,161	17,900	17,643	17,900
Sundry	-	-	-	-	-
Capital Outlay	-	-	-	-	-
TOTAL:	\$212,670	\$225,036	\$237,779	\$261,980	\$280,241

PERSONNEL SUMMARY

**Only budgeted positions are listed here. All positions (including frozen) can be found on the City-wide Position Summary.*

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Customer Service Assistant	0.45	0.45	0.45	0.45	0.45
Senior Activity Programmer	1.00	1.00	1.00	1.00	1.00
Facilities Tech - Senior Center	1.00	1.00	1.00	1.00	1.00
Senior Center Manager	1.00	1.00	1.00	1.00	1.00
*TOTAL:	3.45	3.45	3.45	3.45	3.45

SIGNIFICANT CHANGES



Fund: General
Department: Community Services
Division: Senior Center

PERFORMANCE MEASURES

Indicator	2014-15 ACTUAL	2015-16 PROJECTED	2016-17 TARGET
INPUTS			
# of Volunteer Hours	2,197	2,000	1,900
# of FTEs	3.45	3.45	3.45
OUTPUTS			
# of Monthly Programs	137	135	136
# of Participants per year	27,132	26,264	26,500
# of Memberships (monthly average)	708	730	738
EFFICIENCY			
Cost per Participant	\$8.08	\$8.07	\$8.01
# of Participants per FTE	7,864	7,875	7,900
Hours of Operation per Week per FTE	15	15	15
Division Budget as a % of General Fund	0.76%	0.85%	0.86%
EFFECTIVENESS & OUTCOMES			
% of Senior Center Membership per Capita of Eligible Population	5%	5%	6%
Average Monthly Number of Non-Member Visitors	294	330	300
% of Total Membership that are Bedford Residents	60%	60%	61%
# of New Programs	28	30	32



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 46 - SENIOR CITIZENS CENTER								
<i>PERSONNEL SERVICES</i>								
8001	SALARIES	128,630.83	131,773.05	136,486.29	143,350.00	148,176.00	149,085.00	5,735.00
8001.0099	SALARIES COLA INCREASE BUDGET	2,000.00	.00	.00	5,734.00	.00	5,963.00	229.00
8003	LONGEVITY	1,441.03	1,561.81	1,450.49	2,045.00	1,795.00	2,225.00	180.00
8004	OVERTIME	.00	.00	.00	.00	13.00	.00	.00
8005.0005	HOSPITALIZATION & LIFE INSURANCE LIFE INSURANCE	205.57	305.98	288.96	308.00	244.00	320.00	12.00
8005.0010	HOSPITALIZATION & LIFE INSURANCE DENTAL INSURANCE	1,204.63	1,143.39	920.64	1,227.00	1,057.00	1,057.00	(170.00)
8005.0015	HOSPITALIZATION & LIFE INSURANCE HEALTH INSURANCE	16,140.67	16,694.72	18,783.33	18,689.00	25,307.00	31,594.00	12,905.00
8005.0025	HOSPITALIZATION & LIFE INSURANCE EMPLOYEE CLINIC	868.19	686.04	691.75	720.00	902.00	960.00	240.00
8006	PENSION	4,270.00	4,321.45	2,460.84	.00	.00	.00	.00
8006.0001	PENSION TMRS	5,780.25	6,346.36	8,881.27	10,794.00	10,612.00	12,206.00	1,412.00
8007	PHYSICALS	.00	235.00	.00	.00	.00	.00	.00
8008	WORKER'S COMPENSATION INSURANCE	364.44	585.20	1,000.28	917.00	915.00	1,158.00	241.00
8009	UNEMPLOYMENT INSURANCE	109.96	872.71	42.96	828.00	601.00	108.00	(720.00)
8010	FICA/MEDICARE	1,813.52	1,835.96	1,896.08	2,194.00	2,022.00	2,282.00	88.00
8015	DISABILITY INSURANCE	204.55	208.58	257.06	273.00	278.00	283.00	10.00
8026	BACKGROUND CHECK	.00	28.95	.00	.00	.00	.00	.00
8030	RETIREE HEALTH SAVINGS	1,500.00	1,500.00	2,500.00	2,500.00	4,000.00	2,750.00	250.00
8035	RETIREE HEALTH-GASB	731.96	171.00	179.52	.00	192.00	.00	.00
<i>PERSONNEL SERVICES Totals</i>		\$165,265.60	\$168,270.20	\$175,839.47	\$189,579.00	\$196,114.00	\$209,991.00	\$20,412.00
<i>SUPPLIES</i>								
8101	OFFICE	707.80	1,329.13	1,303.55	1,200.00	1,000.00	1,200.00	.00
Budget Transactions								
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>
Final City Manager Proposed		Copy Paper		1.00		600.00		600.00
Final City Manager Proposed		General Office Supplies		1.00		600.00		600.00
Final City Manager Proposed Totals								\$1,200.00
8102	FOOD	2,737.22	3,570.74	3,504.75	4,000.00	3,500.00	4,000.00	.00
Budget Transactions								
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>
Final City Manager Proposed		Food for Luncheons, Daily Coffee and Tea		1.00		4,000.00		4,000.00
Final City Manager Proposed Totals								\$4,000.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 101 - GENERAL FUND								
Department 65 - COMMUNITY SERVICES								
Division 46 - SENIOR CITIZENS CENTER								
MAINTENANCE								
8212	MAINTENANCE MOTOR VEHICLES	.00	45.49	808.45	230.00	230.00	230.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Maintenance For One Vehicle					1.00	230.00	230.00
						Final City Manager Proposed Totals		\$230.00
8221	MAINTENANCE HEATING AND COOLING	.00	979.42	.00	.00	.00	.00	.00
	MAINTENANCE Totals	\$3,309.69	\$6,663.22	\$6,024.90	\$4,800.00	\$5,800.00	\$4,800.00	\$0.00
	CONTRACTUAL SERVICES							
8307.6750	CONTRACTUAL SERVICES FROM DONATIONS	.00	.00	7,580.05	.00	21,000.00	20,300.00	20,300.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Weekly Dance Expense					1.00	20,300.00	20,300.00
						Final City Manager Proposed Totals		\$20,300.00
8310	CONTRACT LABOR	.00	101.74	.00	.00	23.00	.00	.00
8319	ADVERTISING	76.00	.00	.00	200.00	200.00	200.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed General Advertising For Senior Center Events					1.00	200.00	200.00
						Final City Manager Proposed Totals		\$200.00
8320	TRAVEL EXPENSE	428.78	429.37	.00	50.00	50.00	50.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed See Travel And Training Form					1.00	50.00	50.00
						Final City Manager Proposed Totals		\$50.00
8322	DUES	100.00	15.00	45.00	50.00	50.00	1,800.00	1,750.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Brand Aid Conference					1.00	350.00	350.00
	Final City Manager Proposed Sam's Club - Fee For One					1.00	20.00	20.00
	Final City Manager Proposed Texas Association Of Aging Programs					1.00	30.00	30.00
	Final City Manager Proposed Texas Recreation and Parks Society Regional Conference					1.00	700.00	700.00
	Final City Manager Proposed Texas Recreation and Parks Society State Conference					1.00	700.00	700.00
						Final City Manager Proposed Totals		\$1,800.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	101 - GENERAL FUND							
	Department 65 - COMMUNITY SERVICES							
	Division 46 - SENIOR CITIZENS CENTER							
	<i>CONTRACTUAL SERVICES</i>							
8323	SCHOOLS	235.00	300.00	.00	50.00	50.00	50.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed See Travel And Training Form					1.00	50.00	50.00
						Final City Manager Proposed Totals		\$50.00
8333	SUBSCRIPTIONS	239.40	239.40	239.40	240.00	240.00	240.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Star Telegram Subscription					1.00	240.00	240.00
						Final City Manager Proposed Totals		\$240.00
8338	INSTRUCTORS	5,110.00	4,228.01	4,350.50	8,550.00	5,050.00	8,550.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Class Instructors					1.00	5,250.00	5,250.00
	Final City Manager Proposed Instructors for new classes					1.00	3,300.00	3,300.00
						Final City Manager Proposed Totals		\$8,550.00
8360	COPY MACHINES	1,753.92	1,730.70	1,744.71	1,700.00	1,700.00	1,700.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Annual Lease For Minolta Copier					1.00	1,700.00	1,700.00
						Final City Manager Proposed Totals		\$1,700.00
	<i>CONTRACTUAL SERVICES Totals</i>	\$7,943.10	\$7,044.22	\$13,959.66	\$10,840.00	\$28,363.00	\$32,890.00	\$22,050.00
	<i>UTILITIES</i>							
8327	ELECTRICITY	13,288.07	14,807.90	14,379.03	14,400.00	15,922.00	14,400.00	.00
8328	WATER	4,471.21	3,118.40	2,781.72	3,500.00	1,721.00	3,500.00	.00
	<i>UTILITIES Totals</i>	\$17,759.28	\$17,926.30	\$17,160.75	\$17,900.00	\$17,643.00	\$17,900.00	\$0.00
	Division 46 - SENIOR CITIZENS CENTER Totals	\$204,503.73	\$212,670.13	\$225,035.62	\$237,779.00	\$261,980.00	\$280,241.00	\$42,462.00
	Department 65 - COMMUNITY SERVICES Totals	\$3,792,903.29	\$3,829,624.81	\$4,128,360.92	\$4,311,030.00	\$4,378,441.00	\$4,275,432.00	(\$35,598.00)
	Fund 101 - GENERAL FUND Totals	\$3,792,903.29	\$3,829,624.81	\$4,128,360.92	\$4,311,030.00	\$4,378,441.00	\$4,275,432.00	(\$35,598.00)



City of Bedford
Program Summary
FY 2016-2017

Fund: Tourism

Department: Community Services

Division: Administration

PROGRAM DESCRIPTION

Tourism Administration focuses on attracting visitors to Bedford by managing the special events, tourism, arts-related programming, and cultural functions for the City of Bedford. Primary activities in this Division include the production of world class events, including the City of Bedford 4thFEST and the Bedford Blues & BBQ Festival, serving as the staff liaison to the Bedford hotels and the Hotel Association, and management oversight of the Old Bedford School. This division also serves as the staff liaison for the Cultural Commission and oversees the arts and cultural programming. These events include the City of Bedford Spring Artsfest, the Artsfront Exhibits, and other cultural programming.

FY 2015-2016 HIGHLIGHTS

- * Co-hosted College Gridiron Showcase in January.
- * Added additional programming to Artsfest.
- * Added an additional Storefront Art Gallery at Bedford Central Meadows.
- * Successfully moved the Volunteer Banquet to the Pat May Center.

FY 2016-2017 DIVISIONAL GOALS (AS RELATED TO COUNCIL MISSION)

Be responsive to the needs of the community.

- * Produce phenomenal special events that enhance the image of the City of Bedford.

Demonstrate excellent customer service in an efficient manner.

- * Serve patrons at the events effectively with a high standard of customer service.

Provide for a safe and friendly community environment.

- * Provide a variety of safe and friendly events for the community.

Foster economic growth.

- * Market Bedford as the ideal lodging choice in the Dallas/Fort Worth Metroplex due to its central location.
- * Provide marketing and promotional assistance to hotels located in Bedford.
- * Develop relationships with community partners to enhance the exposure of City of Bedford events.

Support and develop arts and culture in Bedford.

- * Develop the Bedford Cultural District in partnership with Arts Council Northeast and Bedford citizens.
- * Develop the cultural and heritage tourism aspects of the City.
- * Provide arts components to existing City events and supplement with new art events.



Fund: Tourism
 Department: Community Services
 Division: Administration

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services	\$113,043	\$180,963	\$216,818	\$220,311	\$170,759
Supplies	32,039	19,934	26,850	31,106	24,850
Maintenance	-	-	-	-	-
Contractual Services	79,213	121,367	134,970	148,253	78,650
Utilities	1,903	-1,386	-	911	-
Sundry	45,200	45,000	66,651	66,651	98,590
Capital Outlay	-	-	12,256	112,171	-
TOTAL:	\$271,398	\$365,879	\$457,545	\$579,403	\$372,849

PERSONNEL SUMMARY

**Only budgeted positions are listed here. All positions (including frozen) can be found on the City-wide Position Summary.*

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Special Events Manager	1.00	1.00	1.00	1.00	1.00
Marketing Specialist	1.00	1.00	0.00	0.00	0.00
Special Events & Cultural Coordinator	0.00	1.00	1.00	1.00	1.00
Parks/Recreation/Special Events Assistant	0.00	0.00	0.50	0.50	0.50
Public Information Officer	0.00	0.00	1.00	1.00	0.00
*TOTAL:	2.00	3.00	3.50	3.50	2.50

SIGNIFICANT CHANGES



Fund: Tourism
Department: Community Services
Division: Administration

PERFORMANCE MEASURES

Indicator	2014-15 ACTUAL	2015-16 PROJECTED	2016-17 TARGET
INPUTS			
Arts Council Budget	\$31,850	\$30,700	\$30,700
Hotel Association Marketing Budget	\$21,850	\$21,850	\$21,850
OUTPUTS			
# of Special Events that Include Arts & Culture Related Components	19	20	25
EFFICIENCY			
Tourism Marketing Budget per Capita	0.12	0.12	0.12
Cost per Bluesfest Visitor	\$19.66	\$18.00	\$18.00
% of Bluesfest Revenue in Sponsorships	24%	35%	38%
Revenue per Bluesfest Visitor	\$13.09	\$15.00	\$14.00
Division Budget as a % of Tourism Fund	30.10%	42.45%	30.32%
EFFECTIVENESS & OUTCOMES			
Hotel Occupancy Rate	67.5%	68%	70%
% of Bluesfest Attendee Satisfaction Rating	83%	88%	90%
# of Art Vendors (Artsfest & Bluesfest)	120	150	170
# of Bluesfest Attendees	20,500	22,000	24,000
% of Cost Recovery for 4thFEST	36.9%	36%	40%
% of Cost Recovery for Bluesfest	71.4%	73%	75%
# of New Event Sponsors	13	15	18



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	202 - TOURISM DEVELOPMENT FUND							
Department	65 - COMMUNITY SERVICES							
Division	02 - ADMINISTRATION							
	<i>PERSONNEL SERVICES</i>							
8001	SALARIES	84,557.51	89,004.00	142,292.30	163,882.00	172,482.00	126,334.00	(37,548.00)
8001.0003	SALARIES INCENTIVE PAY	2,747.70	2,967.78	3,803.47	4,800.00	4,968.00	3,451.00	(1,349.00)
8001.0099	SALARIES COLA INCREASE BUDGET	1,000.00	.00	.00	6,555.00	.00	5,053.00	(1,502.00)
8003	LONGEVITY	408.07	476.48	462.70	1,204.00	585.00	1,229.00	25.00
8004	OVERTIME	(97.27)	537.70	2,291.89	.00	2,224.00	.00	.00
8005.0005	HOSPITALIZATION & LIFE INSURANCE LIFE INSURANCE	189.96	214.25	308.46	439.00	300.00	349.00	(90.00)
8005.0010	HOSPITALIZATION & LIFE INSURANCE DENTAL INSURANCE	834.26	600.54	722.24	1,344.00	936.00	707.00	(637.00)
8005.0015	HOSPITALIZATION & LIFE INSURANCE HEALTH INSURANCE	5,968.31	8,013.89	14,563.95	18,536.00	16,984.00	16,355.00	(2,181.00)
8005.0025	HOSPITALIZATION & LIFE INSURANCE EMPLOYEE CLINIC	504.11	401.43	507.14	480.00	703.00	480.00	.00
8006	PENSION	2,780.86	2,884.44	1,995.83	.00	.00	.00	.00
8006.0001	PENSION TMRS	4,279.36	4,848.48	10,369.34	13,368.00	14,651.00	11,001.00	(2,367.00)
8007	PHYSICALS	226.00	461.00	.00	.00	.00	.00	.00
8008	WORKER'S COMPENSATION INSURANCE	415.66	688.74	1,039.47	1,764.00	2,003.00	2,171.00	407.00
8009	UNEMPLOYMENT INSURANCE	39.77	414.00	231.41	725.00	513.00	68.00	(657.00)
8010	FICA/MEDICARE	1,236.60	1,303.54	2,105.79	2,420.00	2,615.00	1,833.00	(587.00)
8015	DISABILITY INSURANCE	147.89	151.87	269.24	301.00	347.00	228.00	(73.00)
8026	BACKGROUND CHECK	77.90	74.85	.00	.00	.00	.00	.00
8030	RETIREE HEALTH SAVINGS	.00	.00	.00	1,000.00	1,000.00	1,500.00	500.00
	<i>PERSONNEL SERVICES Totals</i>	\$105,316.69	\$113,042.99	\$180,963.23	\$216,818.00	\$220,311.00	\$170,759.00	(\$46,059.00)
	<i>SUPPLIES</i>							
8101	OFFICE	1,487.25	899.45	1,102.13	800.00	2,785.00	800.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	800.00	800.00
	Transaction							
	Office Supplies							
						Final City Manager Proposed Totals		\$800.00
8103	WEARING APPAREL	.00	83.04	291.86	.00	192.00	.00	.00
8106	MINOR APPARATUS	.00	198.00	7,036.78	14,250.00	14,250.00	12,250.00	(2,000.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	9,000.00	9,000.00
	Transaction							
	Banners for Cultural Commission							
	Final City Manager Proposed					1.00	2,000.00	2,000.00
	Transaction							
	Citywide Christmas Decorations							
	Final City Manager Proposed					5.00	250.00	1,250.00
	Transaction							
	Replacement Pole Decorations							
						Final City Manager Proposed Totals		\$12,250.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 202	TOURISM DEVELOPMENT FUND							
Department 65	COMMUNITY SERVICES							
Division 02	ADMINISTRATION							
	<i>SUPPLIES</i>							
8114	POSTAGE	229.95	252.16	804.21	500.00	500.00	500.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Mailing					1.00	500.00	500.00
						Final City Manager Proposed Totals		<u>\$500.00</u>
8135	PROMOTIONAL AND EDUCATIONAL	15,213.70	30,605.92	10,699.45	11,300.00	13,379.00	11,300.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Cultural Commission Projects					1.00	2,500.00	2,500.00
	Final City Manager Proposed Cultural District brochure and on line promotions					1.00	1,000.00	1,000.00
	Final City Manager Proposed Design & printing new brochures					1.00	1,450.00	1,450.00
	Final City Manager Proposed Employee Christmas Lunch Gift Cards					1.00	50.00	50.00
	Final City Manager Proposed Fire & police banquets sponsorships					1.00	500.00	500.00
	Final City Manager Proposed Hotel Association Luncheons					1.00	1,500.00	1,500.00
	Final City Manager Proposed Promotional Giveaways					1.00	2,100.00	2,100.00
	Final City Manager Proposed Support of local athletic and charity events					1.00	2,200.00	2,200.00
						Final City Manager Proposed Totals		<u>\$11,300.00</u>
	<i>SUPPLIES Totals</i>	<u>\$16,930.90</u>	<u>\$32,038.57</u>	<u>\$19,934.43</u>	<u>\$26,850.00</u>	<u>\$31,106.00</u>	<u>\$24,850.00</u>	<u>(\$2,000.00)</u>
	<i>CONTRACTUAL SERVICES</i>							
8307	CONTRACTUAL SERVICES	.00	.00	.00	1,450.00	2,571.00	.00	(1,450.00)
8310	CONTRACT LABOR	.00	7,104.00	21,514.40	45,450.00	45,450.00	450.00	(45,000.00)
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Graphic design for ads, brochures					1.00	450.00	450.00
						Final City Manager Proposed Totals		<u>\$450.00</u>
8319	ADVERTISING	22,013.37	32,124.58	26,190.19	31,850.00	31,850.00	21,850.00	(10,000.00)
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed HEB Chamber Directory					1.00	1,000.00	1,000.00
	Final City Manager Proposed HEB News					1.00	3,000.00	3,000.00
	Final City Manager Proposed Online Advertising					6.00	1,500.00	9,000.00
	Final City Manager Proposed Radio Advertising					1.00	1,850.00	1,850.00
	Final City Manager Proposed Star Telegram City Highlight Ad					1.00	2,500.00	2,500.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	202 - TOURISM DEVELOPMENT FUND							
	Department 65 - COMMUNITY SERVICES							
	Division 02 - ADMINISTRATION							
	<i>CONTRACTUAL SERVICES</i>							
	Final City Manager Proposed Star Telegram Special Insert					1.00	4,500.00	4,500.00
	Final City Manager Proposed Totals							\$21,850.00
8320	TRAVEL EXPENSE	3,189.53	2,241.73	3,626.27	3,990.00	3,990.00	3,590.00	(400.00)
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed International Festival and Events Conference - TBD					2.00	850.00	1,700.00
	Final City Manager Proposed Regional Tourism Events - TBD					2.00	200.00	400.00
	Final City Manager Proposed Texas Arts Conference - Austin					1.00	690.00	690.00
	Final City Manager Proposed Texas Travel Industry Association Travel Summit - TBD					1.00	800.00	800.00
	Final City Manager Proposed Totals							\$3,590.00
8322	DUES	1,964.00	1,455.00	2,145.00	2,400.00	2,542.00	1,950.00	(450.00)
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Certified Tourism Ambassador Program					2.00	25.00	50.00
	Final City Manager Proposed DFW Tourism Council					1.00	550.00	550.00
	Final City Manager Proposed Int'l Festivals and Events Association					1.00	450.00	450.00
	Final City Manager Proposed Texas Association of Convention & Visitors Bureaus					2.00	200.00	400.00
	Final City Manager Proposed Texas Travel Industry Association					2.00	250.00	500.00
	Final City Manager Proposed Totals							\$1,950.00
8323	SCHOOLS	2,057.95	2,953.95	1,003.95	2,010.00	2,916.00	2,510.00	500.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed International Festival and Events Conference - TBD					2.00	800.00	1,600.00
	Final City Manager Proposed Regional Tourism Events - TBD					2.00	70.00	140.00
	Final City Manager Proposed Texas Arts Conference - Austin					1.00	420.00	420.00
	Final City Manager Proposed Texas Travel Industry Association Travel Summit - TBD					1.00	350.00	350.00
	Final City Manager Proposed Totals							\$2,510.00
8333	SUBSCRIPTIONS	.00	439.02	5,035.14	5,170.00	5,170.00	2,150.00	(3,020.00)
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Adobe Creative Suite (2 users)					12.00	150.00	1,800.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	202 - TOURISM DEVELOPMENT FUND							
Department	65 - COMMUNITY SERVICES							
Division	02 - ADMINISTRATION							
	<i>CONTRACTUAL SERVICES Totals</i>	\$61,994.85	\$79,213.28	\$121,367.15	\$134,970.00	\$148,253.00	\$78,650.00	(\$56,320.00)
	<i>UTILITIES</i>							
8327	ELECTRICITY	.00	465.54	(1,385.55)	.00	911.00	.00	.00
8328	WATER	.00	1,437.24	.00	.00	.00	.00	.00
	<i>UTILITIES Totals</i>	\$0.00	\$1,902.78	(\$1,385.55)	\$0.00	\$911.00	\$0.00	\$0.00
	<i>DEBT SERVICE & TRANSFERS</i>							
8410	BAD DEBTS	.00	200.00	.00	.00	.00	.00	.00
8498	OPERATING TRANSFERS	45,000.00	45,000.00	45,000.00	66,651.00	66,651.00	98,590.00	31,939.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Transfer to General Fund					1.00	98,590.00	98,590.00
						Final City Manager Proposed Totals		\$98,590.00
	<i>DEBT SERVICE & TRANSFERS Totals</i>	\$45,000.00	\$45,200.00	\$45,000.00	\$66,651.00	\$66,651.00	\$98,590.00	\$31,939.00
	<i>CAPITAL OUTLAY</i>							
9110	INSTRUMENTS AND APPARATUS	.00	.00	.00	12,256.00	112,171.00	.00	(12,256.00)
	<i>CAPITAL OUTLAY Totals</i>	\$0.00	\$0.00	\$0.00	\$12,256.00	\$112,171.00	\$0.00	(\$12,256.00)
	Division 02 - ADMINISTRATION Totals	\$229,242.44	\$271,397.62	\$365,879.26	\$457,545.00	\$579,403.00	\$372,849.00	(\$84,696.00)



City of Bedford
Program Summary
FY 2016-2017

Fund: Tourism

Department: Community Services

Division: Old Bedford School

PROGRAM DESCRIPTION

The Old Bedford School (OBS) offers a wide variety of community activities to the public with the vision of promoting cultural and diverse educational programs and entertainment. Cultural events held at the Old Bedford School include a Van Cliburn performance, Twilight Thursdays spring concert series, the Regal Opera performance, and the Hurst-Euless-Bedford (HEB) ISD Art Show. Educational opportunities include the Heritage Education Program, Drama Camp, and Mad Science Camp. Community events include Murder Mystery Dinners, the annual Christmas Tree Lighting Ceremony, and Family Dinner Theater. The Old Bedford School offers a historic venue for weddings and/or receptions, birthday parties, reunions, recitals, meetings, seminars, or any other type of special event. The Old Bedford School also acts as a visitor center for the City of Bedford.

FY 2015-2016 HIGHLIGHTS

- * Updated and printed new facility brochure.
- * Upgraded the facility with new blinds.
- * Restructured Murder Mystery Dinners.
- * Updated Old Bedford School website.
- * Added additional features to increase the value for the renter.
- * A/V upgrade completed.
- * Picnic tables were purchased and used at multiple City events.

FY 2016-2017 DIVISIONAL GOALS (AS RELATED TO COUNCIL MISSION)

Be responsive to the needs of the community.

- * Support the community by offering culturally rich programs and events.
- * Conduct Old Bedford School satisfaction surveys to better meet the needs of the community.

Demonstrate excellent customer service in an efficient manner.

- * Provide excellent customer service and be a one-stop-shop for a unique inexpensive wedding experience.

Provide for a safe and friendly community environment.

- * Expand the Old Bedford School program summer programs to include additional activities and/or camps during the summer.

Foster economic growth.

- * Position the Old Bedford School as a tourism attraction and elite rental facility to encourage visitors to Bedford.

Encourage citizen involvement.

- * Encourage community-wide heritage education by offering unique family event experiences.
- * Increase public awareness of the facility by attending additional bridal shows and being involved in the community.

Support and develop arts and culture in Bedford.

- * Continue the commitment of supporting the arts and cultural community by incorporating each into additional programs and special events offered at the Old Bedford School.
- * Increase revenue to improve the sustainability of the building and its programs.



Fund: Tourism
Department: Community Services
Division: Old Bedford School

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services	\$112,575	\$115,164	\$120,115	\$98,938	\$107,356
Supplies	14,375	17,054	21,500	22,285	17,500
Maintenance	24,452	47,594	62,552	62,552	43,440
Contractual Services	30,600	30,807	33,755	34,894	33,755
Utilities	28,614	32,939	28,600	30,308	28,600
Sundry	-	-	-	-	-
Capital Outlay	13,249	43,000	-	-	-
TOTAL:	\$223,864	\$286,558	\$266,522	\$248,977	\$230,651

PERSONNEL SUMMARY

**Only budgeted positions are listed here. All positions (including frozen) can be found on the City-wide Position Summary.*

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Old Bedford School Coordinator	1.00	1.00	1.00	0.00	0.00
Old Bedford School Assistant	0.00	0.00	1.00	0.00	0.00
Tourism Program Coordinator	0.00	0.00	0.00	2.00	2.00
Facility Maintenance Technician	0.50	0.50	0.50	0.50	0.50
Rental Coordinator	0.50	0.50	0.00	0.00	0.00
Secretary I	0.50	0.50	0.00	0.00	0.00
*TOTAL:	2.50	2.50	2.50	2.50	2.50

SIGNIFICANT CHANGES



Fund: Tourism
Department: Community Services
Division: Old Bedford School

PERFORMANCE MEASURES

Indicator	2014-15 ACTUAL	2015-16 PROJECTED	2016-17 TARGET
INPUTS			
# of FTEs	2.5	2.5	2.5
# of Volunteer Hours	954	320	500
Marketing Budget	\$12,000	\$6,205	\$7,010
OUTPUTS			
City Event Attendance	1,750	2,400	1,800
OBS Program Attendance	925	500	500
OBS Event Attendance	30,729*	12,500	13,000
# of Heritage Education Tours	38	40	45
# of Total Building Visits	20,000	16,000	18,000
# of Public Awareness Events	42	15	20
EFFICIENCY			
% of Events that Include Cultural Component	25%	12%	15%
Average Cost per Visitor	\$12.50	\$12.00	\$12.00
Marketing Budget/Rental Revenue	15.0%	9.5%	10.0%
Division Budget as a % of Tourism Fund	23.58%	18.24%	18.76%
EFFECTIVENESS & OUTCOMES			
% of Bridal Show Return on Investment	50%	60%	60%
% of Non-Resident vs. Resident Visits	75%	70%	78%
% of Cost Recovery	45%	50%	50%
Average Customer Satisfaction Score	90%	93%	93%

*14/15 variance based on 100 year events/4thFEST.



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 202	TOURISM DEVELOPMENT FUND							
Department	65 - COMMUNITY SERVICES							
Division	57 - OLD BEDFORD SCHOOL							
	<i>SPECIAL EVENTS</i>							
8900	ENTERTAINMENT	1,795.05	327.91	.00	.00	.00	.00	.00
	<i>SPECIAL EVENTS Totals</i>	\$1,795.05	\$327.91	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<i>PERSONNEL SERVICES</i>							
8001	SALARIES	73,043.87	85,637.71	90,691.22	89,081.00	75,918.00	77,634.00	(11,447.00)
8001.0003	SALARIES INCENTIVE PAY	1,504.06	1,504.06	1,504.07	1,500.00	717.00	.00	(1,500.00)
8001.0099	SALARIES COLA INCREASE BUDGET	1,500.00	.00	.00	3,563.00	.00	3,105.00	(458.00)
8003	LONGEVITY	297.07	428.43	361.66	809.00	980.00	359.00	(450.00)
8004	OVERTIME	97.27	283.59	43.96	.00	425.00	.00	.00
8005	HOSPITALIZATION & LIFE INSURANCE	(175.00)	.00	.00	.00	.00	.00	.00
8005.0005	HOSPITALIZATION & LIFE INSURANCE LIFE INSURANCE	93.88	148.90	135.87	252.00	77.00	226.00	(26.00)
8005.0010	HOSPITALIZATION & LIFE INSURANCE DENTAL INSURANCE	623.75	852.70	774.36	1,419.00	745.00	707.00	(712.00)
8005.0015	HOSPITALIZATION & LIFE INSURANCE HEALTH INSURANCE	11,191.42	13,863.25	11,369.52	13,240.00	11,330.00	16,355.00	3,115.00
8005.0025	HOSPITALIZATION & LIFE INSURANCE EMPLOYEE CLINIC	545.80	772.82	682.54	600.00	517.00	600.00	.00
8006	PENSION	1,695.18	2,047.82	1,171.84	.00	.00	.00	.00
8006.0001	PENSION TMRS	3,189.83	4,562.50	6,446.16	6,980.00	6,159.00	6,350.00	(630.00)
8007	PHYSICALS	553.00	286.00	55.00	500.00	128.00	500.00	.00
8008	WORKER'S COMPENSATION INSURANCE	122.18	248.44	424.49	232.00	280.00	261.00	29.00
8009	UNEMPLOYMENT INSURANCE	119.52	627.81	27.00	518.00	303.00	68.00	(450.00)
8010	FICA/MEDICARE	986.28	1,173.74	1,273.66	1,264.00	1,098.00	1,059.00	(205.00)
8015	DISABILITY INSURANCE	74.06	99.62	126.12	157.00	181.00	132.00	(25.00)
8026	BACKGROUND CHECK	56.85	37.90	76.85	.00	80.00	.00	.00
	<i>PERSONNEL SERVICES Totals</i>	\$95,519.02	\$112,575.29	\$115,164.32	\$120,115.00	\$98,938.00	\$107,356.00	(\$12,759.00)
	<i>SUPPLIES</i>							
8101	OFFICE	920.41	156.36	530.18	1,000.00	1,000.00	1,000.00	.00
	Budget Transactions							
	<i>Level</i>	<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final City Manager Proposed	Office Supplies			1.00	1,000.00	1,000.00	
					Final City Manager Proposed Totals		\$1,000.00	
8102	FOOD	8,327.99	6,579.60	8,527.93	8,380.00	6,863.00	8,380.00	.00
	Budget Transactions							
	<i>Level</i>	<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
	Final City Manager Proposed	Dinner for Murder Mystery Dinners			1.00	7,900.00	7,900.00	
	Final City Manager Proposed	Docent End of the Year Luncheon & Appreciation Gifts			1.00	210.00	210.00	
	Final City Manager Proposed	Docent Orientation Brunch			1.00	110.00	110.00	



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	202 - TOURISM DEVELOPMENT FUND							
Department	65 - COMMUNITY SERVICES							
Division	57 - OLD BEDFORD SCHOOL							
	<i>SUPPLIES</i>							
	Final City Manager Proposed Refreshments for Docents of Program Days					1.00	60.00	60.00
	Final City Manager Proposed Teacher Orientation Reception (All HEB-ISD 3rd Grade Teachers)					1.00	100.00	100.00
						Final City Manager Proposed Totals		<u>\$8,380.00</u>
8110	FURNITURE AND FIXTURES	.00	.00	209.98	4,000.00	5,121.00	.00	(4,000.00)
8114	POSTAGE	91.82	96.69	31.82	150.00	150.00	150.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Postage					1.00	150.00	150.00
						Final City Manager Proposed Totals		<u>\$150.00</u>
8115	CLEANING SUPPLIES	402.71	729.06	115.01	780.00	780.00	780.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Cleaning products					1.00	780.00	780.00
						Final City Manager Proposed Totals		<u>\$780.00</u>
8117	MERCHANDISE	.00	231.69	536.80	.00	1,181.00	.00	.00
8135	PROMOTIONAL AND EDUCATIONAL	6,494.31	6,581.61	7,101.87	7,190.00	7,190.00	7,190.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Bridal Shows: Fort Worth and/or Dallas					1.00	4,115.00	4,115.00
	Final City Manager Proposed HEB Chamber Booth					1.00	45.00	45.00
	Final City Manager Proposed Printing of Rental Brochures & Heritage Education Program					1.00	490.00	490.00
	Final City Manager Proposed Promotional Giveaway Items					1.00	2,240.00	2,240.00
	Final City Manager Proposed Table Clothes for Murder Mystery Dinner					6.00	50.00	300.00
						Final City Manager Proposed Totals		<u>\$7,190.00</u>
	<i>SUPPLIES Totals</i>	<u>\$16,237.24</u>	<u>\$14,375.01</u>	<u>\$17,053.59</u>	<u>\$21,500.00</u>	<u>\$22,285.00</u>	<u>\$17,500.00</u>	<u>(\$4,000.00)</u>
	<i>MAINTENANCE</i>							
8201	MAINTENANCE LANDS	11,973.78	8,311.35	9,896.69	10,000.00	10,000.00	10,000.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Chemical Application					1.00	1,300.00	1,300.00
	Final City Manager Proposed Lawn Mowing					1.00	7,000.00	7,000.00
	Final City Manager Proposed Plants and Materials					1.00	1,700.00	1,700.00
						Final City Manager Proposed Totals		<u>\$10,000.00</u>



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 202	TOURISM DEVELOPMENT FUND							
	Department 65 - COMMUNITY SERVICES							
	Division 57 - OLD BEDFORD SCHOOL MAINTENANCE							
8202	MAINTENANCE BUILDINGS	10,605.83	11,457.65	33,588.65	28,690.00	28,690.00	28,690.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Electrical Repairs					1.00	2,000.00	2,000.00
	Final City Manager Proposed					1.00	3,000.00	3,000.00
	HVAC Repairs					1.00	6,000.00	6,000.00
	Final City Manager Proposed					1.00	16,850.00	16,850.00
	Plumbing Repairs					1.00	840.00	840.00
	Final City Manager Proposed							
	Refinish Pine Wood Floor							
	Final City Manager Proposed							
	Simplex Grinnell							
						Final City Manager Proposed Totals		\$28,690.00
8210	MAINTENANCE EQUIPMENT	3,734.47	4,682.53	4,109.02	23,862.00	23,862.00	4,750.00	(19,112.00)
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	1,000.00	1,000.00
	A/V Sound Repairs/Replacement Parts					1.00	250.00	250.00
	Final City Manager Proposed					4.00	650.00	2,600.00
	Annual State Elevator Inspection					1.00	200.00	200.00
	Final City Manager Proposed					4.00	125.00	500.00
	Elevator Maintenance					1.00	100.00	100.00
	Final City Manager Proposed					1.00	100.00	100.00
	Mics/Cords/Stands/Speaker Stands							
	Final City Manager Proposed							
	Piano Tuning							
	Final City Manager Proposed							
	Reprogramming Security System							
	Final City Manager Proposed							
	Stage Lighting							
						Final City Manager Proposed Totals		\$4,750.00
	<i>MAINTENANCE Totals</i>	\$26,314.08	\$24,451.53	\$47,594.36	\$62,552.00	\$62,552.00	\$43,440.00	(\$19,112.00)
	<i>CONTRACTUAL SERVICES</i>							
8301	COMMUNICATIONS	.00	.00	541.45	2,100.00	2,100.00	2,100.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	2,100.00	2,100.00
	Commercial Wi-Fi							
						Final City Manager Proposed Totals		\$2,100.00
8303	INSURANCE	.00	.00	.00	2,080.00	2,080.00	2,080.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	2,080.00	2,080.00
	Insurance- Property/Liability							
						Final City Manager Proposed Totals		\$2,080.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	202 - TOURISM DEVELOPMENT FUND							
Department	65 - COMMUNITY SERVICES							
Division	57 - OLD BEDFORD SCHOOL							
	<i>CONTRACTUAL SERVICES</i>							
8310	CONTRACT LABOR	4,432.47	6,444.95	5,038.24	3,990.00	3,990.00	3,990.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Janitorial Contract					1.00	3,990.00	3,990.00
						Final City Manager Proposed Totals		\$3,990.00
8319	ADVERTISING	6,866.81	6,368.95	7,384.00	7,010.00	7,010.00	7,010.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Online Advertising					1.00	770.00	770.00
	Final City Manager Proposed Wedding Wire advertising					1.00	6,240.00	6,240.00
						Final City Manager Proposed Totals		\$7,010.00
8320	TRAVEL EXPENSE	229.32	97.25	314.99	400.00	204.00	400.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Bridal Show Food Expense					1.00	300.00	300.00
	Final City Manager Proposed Bridal Show Gas Expense					1.00	100.00	100.00
						Final City Manager Proposed Totals		\$400.00
8322	DUES	560.00	510.00	89.58	525.00	525.00	525.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Hurst Eules Bedford Leadership Alumni					1.00	25.00	25.00
	Final City Manager Proposed Meeting Professional International					1.00	500.00	500.00
						Final City Manager Proposed Totals		\$525.00
8326	BUILDING SECURITY	.00	101.74	.00	.00	.00	.00	.00
8338	INSTRUCTORS	13,364.91	11,982.59	9,705.21	13,950.00	13,950.00	13,950.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Heritage Education Program Instructor					1.00	3,700.00	3,700.00
	Final City Manager Proposed Program Instructors-Drama Camp, Magic Show etc					1.00	5,000.00	5,000.00
	Final City Manager Proposed U.S. Actor's Company for Murder Mystery Dinners					6.00	875.00	5,250.00
						Final City Manager Proposed Totals		\$13,950.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	202 - TOURISM DEVELOPMENT FUND							
Department	65 - COMMUNITY SERVICES							
Division	57 - OLD BEDFORD SCHOOL							
	<i>CONTRACTUAL SERVICES</i>							
8341	SPECIAL EVENTS	2,018.54	2,918.65	5,890.18	1,850.00	3,185.00	1,850.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Dry cleaning of table cloths					1.00	1,650.00	1,650.00
	Employee Christmas lunch gift cards					1.00	50.00	50.00
	Sketch a School Contest Ribbons and Awards					1.00	100.00	100.00
	Tech Riders for performers for Twilight Thursdays					1.00	50.00	50.00
	Final City Manager Proposed Totals							\$1,850.00
8359	BANK CREDIT CARD FEES	.00	.00	.45	.00	.00	.00	.00
8360	COPY MACHINES	1,865.79	1,847.97	1,843.38	1,850.00	1,850.00	1,850.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Copier					1.00	1,850.00	1,850.00
	Final City Manager Proposed Totals							\$1,850.00
	<i>CONTRACTUAL SERVICES Totals</i>	\$29,337.84	\$30,272.10	\$30,807.48	\$33,755.00	\$34,894.00	\$33,755.00	\$0.00
	<i>UTILITIES</i>							
8327	ELECTRICITY	16,317.67	16,658.40	15,718.64	16,700.00	17,107.00	16,700.00	.00
8328	WATER	10,556.73	8,979.47	14,545.69	10,300.00	11,365.00	10,300.00	.00
8329	GAS	1,820.06	2,975.78	2,674.27	1,600.00	1,836.00	1,600.00	.00
	<i>UTILITIES Totals</i>	\$28,694.46	\$28,613.65	\$32,938.60	\$28,600.00	\$30,308.00	\$28,600.00	\$0.00
	<i>CAPITAL OUTLAY</i>							
9101	BUILDINGS	.00	.00	43,000.00	.00	.00	.00	.00
9109	MACHINERY	.00	13,248.73	.00	.00	.00	.00	.00
	<i>CAPITAL OUTLAY Totals</i>	\$0.00	\$13,248.73	\$43,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	Division 57 - OLD BEDFORD SCHOOL Totals	\$197,897.69	\$223,864.22	\$286,558.35	\$266,522.00	\$248,977.00	\$230,651.00	(\$35,871.00)



City of Bedford
Program Summary
FY 2016-2017

Fund: Tourism

Department: Community Services

Division: Marketing

PROGRAM DESCRIPTION

The Marketing Division serves as the liaison between the citizens, staff, and Bedford City government, as well as neighboring communities. It promotes access to information on local and regional issues and continues to improve community relations through communication. This includes cable programming (B-TV), updating multiple websites (i.e. public, employee, departments, and council), creation of special publications, media relations, special events, and crisis communications. The Marketing team also develops advertising and promotional campaigns to enhance all City departments.

FY 2015-2016 HIGHLIGHTS

- * The Division has provided the national and local news channels, newspapers, and various other media outlets with interviews, press releases, and additional information on new programs, events, and other Bedford happenings.
- * The Marketing team organized a magazine "Think Tank" group to assist in refreshing the Bedford Connection content and look.
- * The Department created several videos that highlighted employees, events, and announcements from the Mayor.
- * The team implemented and trained City employees on the new Active Data Calendar Program.
- * The Marketing Team created and implemented the Facebook "Furry Friends for Life Alert" that promotes a particular adoptable animal that has been at the shelter for a long period of time.

FY 2016-2017 DIVISIONAL GOALS (AS RELATED TO COUNCIL MISSION)

Be responsive to the needs of the community.

- * Produce the Bedford Connection Magazine, which is published three times per year.
- * Produce and maintain content for the City of Bedford Website.
- * Update public concerns regarding severe weather and environmental issues.

Demonstrate excellent customer service in an efficient manner.

- * Oversee all media requests and marketing efforts in a timely fashion.
- * Respond to various questions from the public on social media sites.
- * Inform the residents of water outages, street closures, testing of the emergency sirens, and weather related issues.

Foster economic growth.

- * Promote Bedford as the ideal conference and lodging choice in the Dallas/Fort Worth Metroplex, due to its central location.
- * Provide marketing and promotional assistance to hotels located in Bedford.

Encourage citizen involvement.

- * Encourage citizen participation in City of Bedford events, utilizing social media and other communication tools.
- * Provide awareness to the community on City of Bedford policy changes and procedures.
- * Shoot pictures and video to promote the City of Bedford for use on social media sites, websites, posters, and B-TV.

Support and develop arts and culture in Bedford.

- * Promote and advertise Cultural Commission events such as ArtsFest and ArtsFront Exhibit Events.
- * Develop relationships with media outlets to enhance the exposure of the City of Bedford Cultural Events.



Fund: Tourism
 Department: Community Services
 Division: Marketing

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services	-	-	-	-	\$120,539
Supplies	-	-	-	-	1,100
Maintenance	-	-	-	-	-
Contractual Services	-	-	-	-	20,670
Utilities	-	-	-	-	-
Sundry	-	-	-	-	-
Capital Outlay	-	-	-	-	-
TOTAL:	-	-	-	-	\$142,309

PERSONNEL SUMMARY

**Only budgeted positions are listed here. All positions (including frozen) can be found on the City-wide Position Summary.*

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Public Information Officer	0.00	0.00	0.00	0.00	1.00
Communication Coordinator	0.00	0.00	0.00	0.00	1.00
*TOTAL:	0.00	0.00	0.00	0.00	2.00

SIGNIFICANT CHANGES



Fund: Tourism
Department: Community Services
Division: Marketing

PERFORMANCE MEASURES

Indicator	2014-15 ACTUAL	2015-16 PROJECTED	2016-17 TARGET
INPUTS			
# of FTE's	0	0	2
Marketing Budget	\$5,694	\$10,000	\$10,000
OUTPUTS			
# of Press Releases and/or Press Contacts	54	63	50
# of Videos Produced	NM	NM	10
# of Marketing Outreach Efforts	57	68	50
# of Facebook Followers	NM	NM	4,500
# of Twitter Followers	NM	NM	1,100
# of Events Worked and/or Attended	NM	NM	20
# of Council Meetings Attended to Run Audio/Visual Equipment	NM	NM	20
# of Media Inquires Handled	NM	NM	30
# of Mentions in Media Outlets	53	59	30
EFFICIENCY			
Marketing Budget per Capita	\$0.12	\$0.21	\$0.21
Cost per City Magazine	NM	NM	\$0.69
Division Budget as a % of the Tourism Fund	NM	NM	11.57%
EFFECTIVENESS & OUTCOMES			
% of Publications Prepared on on Time	NM	NM	100%
% of Media Calls Responded to Within 24 Hours	NM	NM	100%



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	202 - TOURISM DEVELOPMENT FUND							
Department	65 - COMMUNITY SERVICES							
Division	75 - MARKETING							
	<i>PERSONNEL SERVICES</i>							
8001	SALARIES	.00	.00	.00	.00	.00	90,566.00	90,566.00
8001.0003	SALARIES INCENTIVE PAY	.00	.00	.00	.00	.00	1,500.00	1,500.00
8001.0099	SALARIES COLA INCREASE BUDGET	.00	.00	.00	.00	.00	3,623.00	3,623.00
8003	LONGEVITY	.00	.00	.00	.00	.00	185.00	185.00
8005	HOSPITALIZATION & LIFE INSURANCE	.00	.00	.00	.00	.00	.00	.00
8005.0005	HOSPITALIZATION & LIFE INSURANCE LIFE INSURANCE	.00	.00	.00	.00	.00	218.00	218.00
8005.0010	HOSPITALIZATION & LIFE INSURANCE DENTAL INSURANCE	.00	.00	.00	.00	.00	736.00	736.00
8005.0015	HOSPITALIZATION & LIFE INSURANCE HEALTH INSURANCE	.00	.00	.00	.00	.00	13,084.00	13,084.00
8005.0025	HOSPITALIZATION & LIFE INSURANCE EMPLOYEE CLINIC	.00	.00	.00	.00	.00	480.00	480.00
8006.0001	PENSION TMRS	.00	.00	.00	.00	.00	8,352.00	8,352.00
8008	WORKER'S COMPENSATION INSURANCE	.00	.00	.00	.00	.00	177.00	177.00
8009	UNEMPLOYMENT INSURANCE	.00	.00	.00	.00	.00	54.00	54.00
8010	FICA/MEDICARE	.00	.00	.00	.00	.00	1,391.00	1,391.00
8015	DISABILITY INSURANCE	.00	.00	.00	.00	.00	173.00	173.00
	<i>PERSONNEL SERVICES Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120,539.00	\$120,539.00
	<i>SUPPLIES</i>							
8101	OFFICE	.00	.00	.00	.00	.00	800.00	800.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Office Supplies					1.00	800.00	800.00
						Final City Manager Proposed Totals		\$800.00
8103	WEARING APPAREL	.00	.00	.00	.00	.00	300.00	300.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Staff Shirts					1.00	300.00	300.00
						Final City Manager Proposed Totals		\$300.00
	<i>SUPPLIES Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.00	\$1,100.00
	<i>CONTRACTUAL SERVICES</i>							
8319	ADVERTISING	.00	.00	.00	.00	.00	10,000.00	10,000.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Advertising for City Events					1.00	10,000.00	10,000.00
						Final City Manager Proposed Totals		\$10,000.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	202 - TOURISM DEVELOPMENT FUND							
Department	65 - COMMUNITY SERVICES							
Division	75 - MARKETING							
	<i>CONTRACTUAL SERVICES</i>							
8320	TRAVEL EXPENSE	.00	.00	.00	.00	.00	1,900.00	1,900.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Texas Association of Municipal Information Officers-Lakeway, TX					2.00	950.00	1,900.00
						Final City Manager Proposed Totals		\$1,900.00
8322	DUES	.00	.00	.00	.00	.00	200.00	200.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Texas Association of Municipal Information Officers					2.00	100.00	200.00
						Final City Manager Proposed Totals		\$200.00
8323	SCHOOLS	.00	.00	.00	.00	.00	750.00	750.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Texas Association of Municipal Information Officers-Lakeway, TX					2.00	375.00	750.00
						Final City Manager Proposed Totals		\$750.00
8333	SUBSCRIPTIONS	.00	.00	.00	.00	.00	7,820.00	7,820.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Active Data Calendar Subscription					1.00	1,000.00	1,000.00
	Final City Manager Proposed Adobe Software Subscription					2.00	1,200.00	2,400.00
	Final City Manager Proposed Community Calendar Subscription					1.00	2,100.00	2,100.00
	Final City Manager Proposed Image Subscription					1.00	400.00	400.00
	Final City Manager Proposed Media Trac Subscription					12.00	60.00	720.00
	Final City Manager Proposed Press Clipping & Distribution Service					1.00	1,000.00	1,000.00
	Final City Manager Proposed Survey Monkey Subscription					1.00	200.00	200.00
						Final City Manager Proposed Totals		\$7,820.00
	<i>CONTRACTUAL SERVICES Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,670.00	\$20,670.00
	Division 75 - MARKETING Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$142,309.00	\$142,309.00



City of Bedford
Program Summary
FY 2016-2017

Fund: Tourism

Department: Community Services

Division: BluesFest

PROGRAM DESCRIPTION

The Bedford Blues & BBQ Festival (BluesFest) is the ultimate art, food, and music experience. This three day event, held over Labor Day weekend, features artists, BBQ sampling, craft vendors, nationally recognized blues entertainers, and fabulous food and beer. BluesFest has grown to be the 5th largest Kansas City Barbecue Society (KCBS) sanctioned BBQ cook-off in the nation.

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services*	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Contractual Services	362,508	430,224	352,600	400,100	352,600
Utilities	-	-	-	-	-
Sundry	-	-	-	-	-
Capital Outlay	-	-	-	-	-
TOTAL:	\$362,508	\$430,224	\$352,600	\$400,100	\$352,600

*This area does not have any personnel assigned.

SIGNIFICANT CHANGES



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 202 - TOURISM DEVELOPMENT FUND								
Department 65 - COMMUNITY SERVICES								
Division 81 - BLUESFEST SPECIAL EVENTS								
8900	ENTERTAINMENT	114,960.00	118,250.00	152,000.00	116,500.00	141,500.00	116,500.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	112,500.00	112,500.00
	Final City Manager Proposed					1.00	4,000.00	4,000.00
						Final City Manager Proposed Totals		\$116,500.00
8901	INSURANCE / FEE / PERMITS	21,847.31	22,689.98	16,637.73	20,700.00	20,700.00	20,700.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	500.00	500.00
	Final City Manager Proposed					1.00	2,500.00	2,500.00
	Final City Manager Proposed					1.00	500.00	500.00
	Final City Manager Proposed					1.00	6,000.00	6,000.00
	Final City Manager Proposed					1.00	8,000.00	8,000.00
	Final City Manager Proposed					1.00	700.00	700.00
	Final City Manager Proposed					1.00	2,500.00	2,500.00
						Final City Manager Proposed Totals		\$20,700.00
8902	MARKETING/ MEDIA	27,297.54	32,447.54	16,326.79	30,000.00	30,000.00	30,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	4,500.00	4,500.00
	Final City Manager Proposed					1.00	4,000.00	4,000.00
	Final City Manager Proposed					1.00	12,000.00	12,000.00
	Final City Manager Proposed					1.00	8,500.00	8,500.00
	Final City Manager Proposed					1.00	1,000.00	1,000.00
						Final City Manager Proposed Totals		\$30,000.00
8903	ENTERTAINERS EXPENSES	5,412.62	5,326.51	9,228.61	6,000.00	6,000.00	6,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	6,000.00	6,000.00
						Final City Manager Proposed Totals		\$6,000.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	202 - TOURISM DEVELOPMENT FUND							
Department	65 - COMMUNITY SERVICES							
Division	81 - BLUESFEST							
	<i>SPECIAL EVENTS</i>							
8904	MERCHANDISE	.00	.00	136.25	1,500.00	1,500.00	1,500.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed T-shirts for Judges					75.00	20.00	1,500.00
						Final City Manager Proposed Totals		\$1,500.00
8905	PRODUCT PURCHASES	6,275.85	5,247.63	10,352.52	6,000.00	6,000.00	6,000.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Soft Drinks					1.00	6,000.00	6,000.00
						Final City Manager Proposed Totals		\$6,000.00
8906	CITY PERSONNEL	61,876.49	57,189.11	97,262.51	60,000.00	60,000.00	60,000.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed City Labor Staff Costs					1.00	60,000.00	60,000.00
						Final City Manager Proposed Totals		\$60,000.00
8907	CONTRACT LABOR	3,918.80	5,058.00	.00	.00	.00	.00	.00
8908	ON-SITE PRODUCTION	97,422.31	97,490.08	106,035.06	92,900.00	112,900.00	92,900.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Barricades/light towers/street sweeping					1.00	4,000.00	4,000.00
	Final City Manager Proposed Catering					1.00	6,000.00	6,000.00
	Final City Manager Proposed Event Tent Canopy					1.00	3,400.00	3,400.00
	Final City Manager Proposed Fencing/Waste Management					1.00	11,500.00	11,500.00
	Final City Manager Proposed Friday night Production costs					1.00	1,000.00	1,000.00
	Final City Manager Proposed Generators					1.00	18,000.00	18,000.00
	Final City Manager Proposed Mosquito Control Chemicals					1.00	3,000.00	3,000.00
	Final City Manager Proposed Site Prep/Supplies/Tents					1.00	7,000.00	7,000.00
	Final City Manager Proposed Staging					1.00	28,000.00	28,000.00
	Final City Manager Proposed Table rentals/décor/chairs					1.00	2,000.00	2,000.00
	Final City Manager Proposed Temporary Irrigation					1.00	5,500.00	5,500.00
	Final City Manager Proposed Water					1.00	3,500.00	3,500.00
						Final City Manager Proposed Totals		\$92,900.00



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	202 - TOURISM DEVELOPMENT FUND							
	Department 65 - COMMUNITY SERVICES							
	Division 81 - BLUESFEST							
	<i>SPECIAL EVENTS</i>							
8909	NON-PROFIT ORGANIZATIONS	10,860.00	8,170.00	8,344.00	6,000.00	6,000.00	6,000.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed Donations to Volunteer organizations					1.00	6,000.00	6,000.00
						Final City Manager Proposed Totals		\$6,000.00
8912	BBQ PRIZES	9,375.00	9,700.00	12,925.00	13,000.00	15,000.00	13,000.00	.00
	Budget Transactions							
	Level Transaction					Number of Units	Cost Per Unit	Total Amount
	Final City Manager Proposed BBQ prize money					1.00	13,000.00	13,000.00
						Final City Manager Proposed Totals		\$13,000.00
	<i>SPECIAL EVENTS Totals</i>	\$359,245.92	\$361,568.85	\$429,248.47	\$352,600.00	\$399,600.00	\$352,600.00	\$0.00
	<i>CONTRACTUAL SERVICES</i>							
8359	BANK CREDIT CARD FEES	2,095.89	939.35	975.31	.00	500.00	.00	.00
	<i>CONTRACTUAL SERVICES Totals</i>	\$2,095.89	\$939.35	\$975.31	\$0.00	\$500.00	\$0.00	\$0.00
	Division 81 - BLUESFEST Totals	\$361,341.81	\$362,508.20	\$430,223.78	\$352,600.00	\$400,100.00	\$352,600.00	\$0.00



City of Bedford
Program Summary
FY 2016-2017

Fund: Tourism

Department: Community Services

Division: FourthFest

PROGRAM DESCRIPTION

4thFEST is the mid-cities largest free one-day 4th of July festival. For over 30 years, 4thFEST has been celebrating the nation's independence with a free concert, fireworks show, professional food vendors, and children's activity areas that include an inflatable area and kids tent. The festival is presented and produced by the City of Bedford.

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services*	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Contractual Services	119,545	132,685	131,205	136,357	131,205
Utilities	-	-	-	-	-
Sundry	-	-	-	-	-
Capital Outlay	-	-	-	-	-
TOTAL:	\$119,545	\$132,685	\$131,205	\$136,357	\$131,205

*This area does not have any personnel assigned.

SIGNIFICANT CHANGES



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 202 - TOURISM DEVELOPMENT FUND								
Department 65 - COMMUNITY SERVICES								
Division 82 - JULY 4 FESTIVAL SPECIAL EVENTS								
8900	ENTERTAINMENT	6,456.04	3,739.85	4,100.85	8,750.00	9,600.00	8,750.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	InflataFUN					1.00	5,500.00	5,500.00
	Final City Manager Proposed					1.00	2,500.00	2,500.00
	Performers							
	Final City Manager Proposed					1.00	250.00	250.00
	Performers Expense							
	Final City Manager Proposed					1.00	500.00	500.00
	Rockin' Rods Car Show							
	Final City Manager Proposed Totals							\$8,750.00
8901	INSURANCE / FEE / PERMITS	3,522.00	2,619.29	3,501.90	3,650.00	3,650.00	3,650.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	American Society of Composers, Authors, & Publishers Music Lice					1.00	325.00	325.00
	Final City Manager Proposed					1.00	325.00	325.00
	BMI - Broadcast Music, Inc. - Music Licensing							
	Final City Manager Proposed					1.00	600.00	600.00
	Society of European Stage Authors and Composers Music Licensin							
	Final City Manager Proposed					1.00	2,400.00	2,400.00
	TRS - The Registration System							
	Final City Manager Proposed Totals							\$3,650.00
8902	MARKETING/ MEDIA	1,048.63	2,338.35	3,353.66	2,800.00	2,800.00	2,800.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Posters, Brochures/Passes					1.00	1,250.00	1,250.00
	Final City Manager Proposed					1.00	1,250.00	1,250.00
	Radio/TV Advertising							
	Final City Manager Proposed					1.00	300.00	300.00
	Sponsor Gifts							
	Final City Manager Proposed Totals							\$2,800.00
8904	MERCHANDISE	186.20	608.23	.00	2,700.00	3,568.00	2,700.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Merchandise for resale					1.00	2,000.00	2,000.00
	Final City Manager Proposed					1.00	700.00	700.00
	Staff Shirts (150)							
	Final City Manager Proposed Totals							\$2,700.00
8905	PRODUCT PURCHASES	1,034.75	3,524.33	3,859.14	5,200.00	5,200.00	5,200.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed							
	Beer Costs					1.00	3,500.00	3,500.00
	Final City Manager Proposed					1.00	250.00	250.00
	Ice							



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund 202 - TOURISM DEVELOPMENT FUND								
Department 65 - COMMUNITY SERVICES								
Division 82 - JULY 4 FESTIVAL								
	<i>SPECIAL EVENTS</i>							
	Final City Manager Proposed Other					1.00	750.00	750.00
	Final City Manager Proposed Soft Drinks					1.00	700.00	700.00
						Final City Manager Proposed Totals		\$5,200.00
8906	CITY PERSONNEL	40,039.59	37,820.21	42,803.57	41,255.00	44,633.00	41,255.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed City Labor Staff Costs					1.00	41,255.00	41,255.00
						Final City Manager Proposed Totals		\$41,255.00
8907	CONTRACT LABOR	3,075.30	2,343.00	.00	.00	.00	.00	.00
8908	ON-SITE PRODUCTION	60,608.36	65,876.64	73,537.57	62,700.00	62,700.00	62,700.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Barricades					1.00	1,000.00	1,000.00
	Final City Manager Proposed Catering					1.00	3,500.00	3,500.00
	Final City Manager Proposed Electric distribution					1.00	3,000.00	3,000.00
	Final City Manager Proposed Fireworks					1.00	29,000.00	29,000.00
	Final City Manager Proposed Mosquito Control Chemicals					1.00	3,000.00	3,000.00
	Final City Manager Proposed Staging					1.00	10,500.00	10,500.00
	Final City Manager Proposed Tents/Booths/Fencing					1.00	6,200.00	6,200.00
	Final City Manager Proposed Vendors for Children's Area					1.00	4,500.00	4,500.00
	Final City Manager Proposed Waste Management					1.00	2,000.00	2,000.00
						Final City Manager Proposed Totals		\$62,700.00
8909	NON-PROFIT ORGANIZATIONS	1,780.00	610.00	1,495.00	4,150.00	4,150.00	4,150.00	.00
	Budget Transactions							
	<i>Level Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed Donations to Volunteer Organizations					1.00	4,150.00	4,150.00
						Final City Manager Proposed Totals		\$4,150.00
	<i>SPECIAL EVENTS Totals</i>	\$117,750.87	\$119,479.90	\$132,651.69	\$131,205.00	\$136,301.00	\$131,205.00	\$0.00
	<i>CONTRACTUAL SERVICES</i>							
8359	BANK CREDIT CARD FEES	40.24	64.64	33.36	.00	56.00	.00	.00
	<i>CONTRACTUAL SERVICES Totals</i>	\$40.24	\$64.64	\$33.36	\$0.00	\$56.00	\$0.00	\$0.00
	Division 82 - JULY 4 FESTIVAL Totals	\$117,791.11	\$119,544.54	\$132,685.05	\$131,205.00	\$136,357.00	\$131,205.00	\$0.00
	Department 65 - COMMUNITY SERVICES Totals	\$906,273.05	\$977,314.58	\$1,215,346.44	\$1,207,872.00	\$1,364,837.00	\$1,229,614.00	\$21,742.00
	Fund 202 - TOURISM DEVELOPMENT FUND Totals	\$906,273.05	\$977,314.58	\$1,215,346.44	\$1,207,872.00	\$1,364,837.00	\$1,229,614.00	\$21,742.00



City of Bedford
Program Summary
FY 2016-2017

Fund: Park Donations

Department: Community Services

Division: Administration

PROGRAM DESCRIPTION

Funds collected from the \$0.50 donation in the water bill are set aside to make improvements to the park and recreation facilities. This program has funded items such as the construction of the Bark Park, hockey court facility, additional picnic tables, benches, tennis court resurfacing, fence construction, new play structures, additional lighting, City Christmas tree, exercise equipment, Splash equipment, and numerous other improvements to park and recreation facilities. The collection of these funds continues to provide an additional revenue source for funding improvements to the Bedford park and recreation system.

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services*	-	-	-	-	-
Supplies	12,675	2,060	-	-	-
Maintenance	-	-	-	-	-
Contractual Services	17,695	6	10,000	-	10,000
Utilities	-	-	-	-	-
Sundry	-36,717	-	-	-	-
Capital Outlay	-	-	-	-	-
TOTAL:	(\$6,346)	\$2,066	\$10,000	-	\$10,000

*This area does not have any personnel assigned.

SIGNIFICANT CHANGES



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	212 - PARK DONATIONS FUND							
Department	65 - COMMUNITY SERVICES							
Division	02 - ADMINISTRATION							
	<i>SUPPLIES</i>							
8106	MINOR APPARATUS	24,579.50	12,675.47	2,059.65	.00	.00	.00	.00
	<i>SUPPLIES Totals</i>	\$24,579.50	\$12,675.47	\$2,059.65	\$0.00	\$0.00	\$0.00	\$0.00
	<i>CONTRACTUAL SERVICES</i>							
8310	CONTRACT LABOR	1,112.84	17,685.00	.00	10,000.00	.00	10,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	10,000.00	10,000.00
	Transaction					Final City Manager Proposed Totals		\$10,000.00
	Various park projects selected by the Board							
8359	BANK CREDIT CARD FEES	21.32	10.21	6.12	.00	.00	.00	.00
	<i>CONTRACTUAL SERVICES Totals</i>	\$1,134.16	\$17,695.21	\$6.12	\$10,000.00	\$0.00	\$10,000.00	\$0.00
	<i>DEBT SERVICE & TRANSFERS</i>							
8498	OPERATING TRANSFERS	.00	(36,717.00)	.00	.00	.00	.00	.00
	<i>DEBT SERVICE & TRANSFERS Totals</i>	\$0.00	(\$36,717.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Division 02 - ADMINISTRATION Totals	\$25,713.66	(\$6,346.32)	\$2,065.77	\$10,000.00	\$0.00	\$10,000.00	\$0.00
	Department 65 - COMMUNITY SERVICES Totals	\$25,713.66	(\$6,346.32)	\$2,065.77	\$10,000.00	\$0.00	\$10,000.00	\$0.00
	Fund 212 - PARK DONATIONS FUND Totals	\$25,713.66	(\$6,346.32)	\$2,065.77	\$10,000.00	\$0.00	\$10,000.00	\$0.00



City of Bedford
Program Summary
FY 2016-2017

Fund: Beautification Commission

Department: Community Services

Division: Administration

PROGRAM DESCRIPTION

The Beautification Commission uses the revenue generated through the franchise agreement for solid waste disposal to beautify the entrances, medians, and other selected areas of the City. These funds have been used for planted areas in the parks, City Hall flower beds, median strip landscaping, and irrigation. The Commission also administers the Business Recognition program and partners with the 6Stones organization on the Bedford Community Garden. In addition, the Commission puts on several special events each year to contribute to the cleanliness and beautification of Bedford, including two Crud Days (hazardous household waste drop-offs), Clean Up Bedford (CUB), Chunk Your Junk, and a paper shredding day.

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services*	-	-	-	-	-
Supplies	3,758	3,058	10,000	5,215	10,000
Maintenance	-	-	-	-	-
Contractual Services	-	-	-	-	-
Utilities	-	-	-	-	-
Sundry	-	-	-	-	-
Capital Outlay	-	-	-	-	-
TOTAL:	\$3,758	\$3,058	\$10,000	\$5,215	\$10,000

*This area does not have any personnel assigned.

SIGNIFICANT CHANGES



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	221 - BEAUTIFICATION FUND							
Department	65 - COMMUNITY SERVICES							
Division	02 - ADMINISTRATION							
	<i>SUPPLIES</i>							
8106	MINOR APPARATUS	7,514.26	3,757.74	3,058.08	10,000.00	4,770.00	10,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	10,000.00	10,000.00
						Final City Manager Proposed Totals		\$10,000.00
8111	BOTANICAL AND AGRICULTURAL	.00	.00	.00	.00	53.00	.00	.00
8140	PUBLICATIONS AND PROGRAMMING	.00	.00	.00	.00	392.00	.00	.00
	<i>SUPPLIES Totals</i>	\$7,514.26	\$3,757.74	\$3,058.08	\$10,000.00	\$5,215.00	\$10,000.00	\$0.00
	Division 02 - ADMINISTRATION Totals	\$7,514.26	\$3,757.74	\$3,058.08	\$10,000.00	\$5,215.00	\$10,000.00	\$0.00
	Department 65 - COMMUNITY SERVICES Totals	\$7,514.26	\$3,757.74	\$3,058.08	\$10,000.00	\$5,215.00	\$10,000.00	\$0.00
	Fund 221 - BEAUTIFICATION FUND Totals	\$7,514.26	\$3,757.74	\$3,058.08	\$10,000.00	\$5,215.00	\$10,000.00	\$0.00
	Net Grand Totals	\$4,781,134.72	\$4,891,127.08	\$5,514,662.66	\$5,631,902.00	\$5,908,871.00	\$5,550,446.00	(\$81,456.00)



City of Bedford
Program Summary
FY 2016-2017

Fund: Public, Education, Government (PEG)

Department: Community Services

Division: Administration

PROGRAM DESCRIPTION

In December 2012, Time Warner Cable terminated its local franchise with the City of Bedford and opted into statewide franchising in accordance with the adoption of SB 1087 in the 2011 legislature. SB 1087 allowed each local incumbent cable franchisee to terminate all of its local franchises in cities of less than 215,000, if done so by December 31, 2011. This is also in compliance with the SB 5 from the 2005 legislature which transferred cable franchising authority to the Public Utility Commission. Also, in accordance with SB 1087, a municipality must set up a separate PEG fund at the time of franchise termination to collect and account for the public, educational and governmental (PEG) fee which goes into effect at the time of termination. The PEG fee is an additional 1% of gross revenue and can only be spent on capital items for the local access channel as described by federal law. The PEG fee is also required of AT&T, as well as any future cable provider that may choose to provide service in Bedford.

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services*	-	-	-	-	-
Supplies	4,966	17,504	-	26,859	-
Maintenance	-	-	-	1,775	-
Contractual Services	-	2,700	-	25,040	-
Utilities	-	-	-	-	-
Sundry	-	-	-	-	-
Capital Outlay	33,993	22,245	18,400	1,085	18,400
TOTAL:	\$38,959	\$42,449	\$18,400	\$54,759	\$18,400

*This area does not have any personnel assigned.

SIGNIFICANT CHANGES



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	136 - PUBLIC EDUC GOVT FUND							
Department	10 - GENERAL GOVERNMENT							
Division	10 - CITY MANAGER							
	<i>SUPPLIES</i>							
8106	MINOR APPARATUS	.00	4,965.65	17,504.00	.00	26,859.00	.00	.00
	<i>SUPPLIES Totals</i>	\$0.00	\$4,965.65	\$17,504.00	\$0.00	\$26,859.00	\$0.00	\$0.00
	<i>MAINTENANCE</i>							
8210	MAINTENANCE EQUIPMENT	12,935.49	.00	.00	.00	1,775.00	.00	.00
	<i>MAINTENANCE Totals</i>	\$12,935.49	\$0.00	\$0.00	\$0.00	\$1,775.00	\$0.00	\$0.00
	<i>CONTRACTUAL SERVICES</i>							
8302	DATA COMMUNICATIONS	.00	.00	2,700.00	.00	.00	.00	.00
8307	CONTRACTUAL SERVICES	.00	.00	.00	.00	25,040.00	.00	.00
	<i>CONTRACTUAL SERVICES Totals</i>	\$0.00	\$0.00	\$2,700.00	\$0.00	\$25,040.00	\$0.00	\$0.00
	<i>CAPITAL OUTLAY</i>							
9109	MACHINERY	.00	386.09	13,621.00	10,000.00	1,085.00	10,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	10,000.00	10,000.00
						Final City Manager Proposed Totals		\$10,000.00
9110	INSTRUMENTS AND APPARATUS	.00	33,607.00	8,624.00	8,400.00	.00	8,400.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	8,400.00	8,400.00
						Final City Manager Proposed Totals		\$8,400.00
	<i>CAPITAL OUTLAY Totals</i>	\$0.00	\$33,993.09	\$22,245.00	\$18,400.00	\$1,085.00	\$18,400.00	\$0.00
	Division 10 - CITY MANAGER Totals	\$12,935.49	\$38,958.74	\$42,449.00	\$18,400.00	\$54,759.00	\$18,400.00	\$0.00
	Department 10 - GENERAL GOVERNMENT Totals	\$12,935.49	\$38,958.74	\$42,449.00	\$18,400.00	\$54,759.00	\$18,400.00	\$0.00
	Fund 136 - PUBLIC EDUC GOVT FUND Totals	\$12,935.49	\$38,958.74	\$42,449.00	\$18,400.00	\$54,759.00	\$18,400.00	\$0.00



City of Bedford
Program Summary
FY 2016-2017

Fund: Park Maintenance

Department: Community Services

Division: Administration

PROGRAM DESCRIPTION

The Park Maintenance Fund was established to have a pay-as-you-go maintenance fund for the Parks in Bedford. This allows the accumulation of funds for larger maintenance efforts that cannot be absorbed in the operating budget.

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services*	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	4,752	-
Contractual Services	-	-	-	-	-
Utilities	-	-	-	-	-
Sundry	-	-	-	-	-
Capital Outlay	-	103,048	-	-	-
TOTAL:	-	\$103,048	-	\$4,752	-

*This area does not have any personnel assigned.

SIGNIFICANT CHANGES



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	171 - PARKS MAINT FUND							
	Department 65 - COMMUNITY SERVICES							
	Division 34 - PARKS							
	<i>MAINTENANCE</i>							
8229	MAINTENANCE PLAYGROUND EQUIPMENT	.00	.00	.00	.00	4,752.00	.00	.00
	<i>MAINTENANCE Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$4,752.00	\$0.00	\$0.00
	<i>CAPITAL OUTLAY</i>							
9104	IMPROVEMENTS OTHER THAN BUILDINGS	.00	.00	103,048.48	.00	.00	.00	.00
	<i>CAPITAL OUTLAY Totals</i>	\$0.00	\$0.00	\$103,048.48	\$0.00	\$0.00	\$0.00	\$0.00
	Division 34 - PARKS Totals	\$0.00	\$0.00	\$103,048.48	\$0.00	\$4,752.00	\$0.00	\$0.00
	Department 65 - COMMUNITY SERVICES Totals	\$0.00	\$0.00	\$103,048.48	\$0.00	\$4,752.00	\$0.00	\$0.00
	Fund 171 - PARKS MAINT FUND Totals	\$0.00	\$0.00	\$103,048.48	\$0.00	\$4,752.00	\$0.00	\$0.00



City of Bedford
Program Summary
FY 2016-2017

Fund: Aquatics Maintenance

Department: Community Services

Division: Administration

PROGRAM DESCRIPTION

The Aquatics Maintenance Fund accounts for the capital replacement and large maintenance items associated with the Splash Aquatic Center and Roy Savage Pool.

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services*	-	-	-	-	-
Supplies	-	16,748	7,000	5,260	7,000
Maintenance	11,717	3,586	-	58,007	-
Contractual Services	-	-	-	-	-
Utilities	-	-	-	-	-
Sundry	-	-	-	-	-
Capital Outlay	36,101	-	30,000	-	-
TOTAL:	\$47,818	\$20,334	\$37,000	\$63,267	\$7,000

*This area does not have any personnel assigned.

SIGNIFICANT CHANGES



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	173 - AQUATICS MAINT FUND							
Department	65 - COMMUNITY SERVICES							
Division	45 - AQUATIC OPERATIONS							
	<i>SUPPLIES</i>							
8106	MINOR APPARATUS	.00	.00	7,331.98	.00	.00	.00	.00
8110	FURNITURE AND FIXTURES	.00	.00	.00	7,000.00	5,260.00	7,000.00	.00
	Budget Transactions							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Final City Manager Proposed					1.00	7,000.00	7,000.00
	Equipment Replacement							
						Final City Manager Proposed Totals		\$7,000.00
8130	SIGNS	.00	.00	9,416.08	.00	.00	.00	.00
	<i>SUPPLIES Totals</i>	\$0.00	\$0.00	\$16,748.06	\$7,000.00	\$5,260.00	\$7,000.00	\$0.00
	<i>MAINTENANCE</i>							
8202	MAINTENANCE BUILDINGS	6,379.00	9,683.60	.00	.00	.00	.00	.00
8209	MAINTENANCE FIXTURES AND FURNITURE	.00	2,033.06	.00	.00	.00	.00	.00
8210	MAINTENANCE EQUIPMENT	29,415.97	.00	3,585.91	.00	58,007.00	.00	.00
	<i>MAINTENANCE Totals</i>	\$35,794.97	\$11,716.66	\$3,585.91	\$0.00	\$58,007.00	\$0.00	\$0.00
	<i>CAPITAL OUTLAY</i>							
9104	IMPROVEMENTS OTHER THAN BUILDINGS	.00	24,996.00	.00	30,000.00	.00	.00	(30,000.00)
9109	MACHINERY	.00	11,104.87	.00	.00	.00	.00	.00
	<i>CAPITAL OUTLAY Totals</i>	\$0.00	\$36,100.87	\$0.00	\$30,000.00	\$0.00	\$0.00	(\$30,000.00)
	Division 45 - AQUATIC OPERATIONS Totals	\$35,794.97	\$47,817.53	\$20,333.97	\$37,000.00	\$63,267.00	\$7,000.00	(\$30,000.00)
	Department 65 - COMMUNITY SERVICES Totals	\$35,794.97	\$47,817.53	\$20,333.97	\$37,000.00	\$63,267.00	\$7,000.00	(\$30,000.00)
	Fund 173 - AQUATICS MAINT FUND Totals	\$35,794.97	\$47,817.53	\$20,333.97	\$37,000.00	\$63,267.00	\$7,000.00	(\$30,000.00)



City of Bedford
Program Summary
FY 2016-2017

Fund: Library Maintenance

Department: Community Services

Division: Administration

PROGRAM DESCRIPTION

The Library Maintenance Fund was established to have a pay-as-you-go maintenance fund for the Library. Funding is provided through an operating transfer from the General Fund. This allows the accumulation of funds for larger maintenance efforts that cannot be absorbed in the operating budget.

EXPENDITURE SUMMARY

	ACTUAL 13/14	ACTUAL 14/15	BUDGET 15/16	PROJECTED 15/16	BUDGET 16/17
Personnel Services*	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	37,600	37,600	-
Contractual Services	-	-	-	-	-
Utilities	-	-	-	-	-
Sundry	-	-	-	-	-
Capital Outlay	-	-	-	-	-
TOTAL:	-	-	\$37,600	\$37,600	-

*This area does not have any personnel assigned.

SIGNIFICANT CHANGES



Expense Budget Worksheet Report

Budget Year 2017

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Budget Amount Change
Fund	174 - LIBRARY MAINT FUND							
	Department 65 - COMMUNITY SERVICES							
	Division 26 - LIBRARY MAINTENANCE							
8202	MAINTENANCE BUILDINGS	.00	.00	.00	37,600.00	37,600.00	.00	(37,600.00)
	<i>MAINTENANCE Totals</i>	\$0.00	\$0.00	\$0.00	\$37,600.00	\$37,600.00	\$0.00	(\$37,600.00)
	Division 26 - LIBRARY Totals	\$0.00	\$0.00	\$0.00	\$37,600.00	\$37,600.00	\$0.00	(\$37,600.00)
	Department 65 - COMMUNITY SERVICES Totals	\$0.00	\$0.00	\$0.00	\$37,600.00	\$37,600.00	\$0.00	(\$37,600.00)
	Fund 174 - LIBRARY MAINT FUND Totals	\$0.00	\$0.00	\$0.00	\$37,600.00	\$37,600.00	\$0.00	(\$37,600.00)

Account Number	Account Description	2015 Actual Amount	2016 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Projected vs. Budget	Comments
Department: 65 - COMMUNITY SERVICES								
Division: 26 - LIBRARY								
<i>Account Classification Total: 7200 - PERSONNEL SERVICES</i>		\$975,603.85	\$778,827.74	\$1,054,549.00	\$1,042,272.00	\$1,140,489.00	(\$12,277.00)	99%
<i>Account Classification Total: 7300 - SUPPLIES</i>		\$186,308.33	\$135,690.37	\$198,970.00	\$198,670.00	\$209,570.00	(\$300.00)	100%
<i>Account Classification Total: 7400 - MAINTENANCE</i>		\$53,231.74	\$42,811.12	\$52,180.00	\$47,307.00	\$58,980.00	(\$4,873.00)	91%
<i>Account Classification Total: 7500 - CONTRACTUAL SERVICES</i>		\$65,006.36	\$49,401.88	\$53,980.00	\$72,717.00	\$85,070.00	\$18,737.00	135%
<i>Account Classification Total: 7550 - UTILITIES</i>		\$52,296.65	\$33,942.65	\$51,700.00	\$57,617.00	\$51,700.00	\$5,917.00	111%
<i>Account Classification Total: 7600 - DEBT SERVICE & TRANSFERS</i>		\$25,000.00	\$18,760.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	100%
<i>Account Classification Total: 7700 - CAPITAL OUTLAY</i>		\$7,500.00	\$7,500.00	\$17,990.00	\$7,500.00	\$12,000.00	(\$10,490.00)	42%
Division Total: 26 - LIBRARY		\$1,364,946.93	\$1,066,933.76	\$1,454,369.00	\$1,451,083.00	\$1,582,809.00	(\$3,286.00)	100%
Division: 34 - PARKS								
<i>Account Classification Total: 7200 - PERSONNEL SERVICES</i>		\$696,725.77	\$557,423.83	\$751,264.00	\$746,067.00	\$840,803.00	(\$5,197.00)	99%
<i>Account Classification Total: 7300 - SUPPLIES</i>		\$54,661.65	\$42,552.00	\$76,665.00	\$77,285.00	\$78,165.00	\$620.00	101%
<i>Account Classification Total: 7400 - MAINTENANCE</i>		\$97,529.82	\$70,015.09	\$83,285.00	\$109,531.00	\$84,785.00	\$26,246.00	132%
<i>Account Classification Total: 7500 - CONTRACTUAL SERVICES</i>		\$199,976.98	\$132,114.17	\$235,755.00	\$234,066.00	\$230,420.00	(\$1,689.00)	99%
<i>Account Classification Total: 7550 - UTILITIES</i>		\$122,484.82	\$97,944.49	\$138,500.00	\$134,040.00	\$138,500.00	(\$4,460.00)	97%
<i>Account Classification Total: 7600 - DEBT SERVICE & TRANSFERS</i>		\$120,000.00	\$37,520.00	\$50,000.00	\$50,000.00	\$50,000.00	\$0.00	100%
<i>Account Classification Total: 7700 - CAPITAL OUTLAY</i>		\$0.00	\$175,971.40	\$153,995.00	\$158,995.00	\$0.00	\$5,000.00	103%
Division Total: 34 - PARKS		\$1,291,379.04	\$1,113,540.98	\$1,489,464.00	\$1,509,984.00	\$1,422,673.00	\$20,520.00	101%
Division: 44 - RECREATION								
<i>Account Classification Total: 7200 - PERSONNEL SERVICES</i>		\$641,617.31	\$312,198.00	\$462,953.00	\$475,781.00	\$438,312.00	\$12,828.00	103%
<i>Account Classification Total: 7300 - SUPPLIES</i>		\$79,200.27	\$56,262.16	\$87,320.00	\$89,412.00	\$28,270.00	\$2,092.00	102%
<i>Account Classification Total: 7400 - MAINTENANCE</i>		\$6,201.47	\$3,337.40	\$7,200.00	\$4,700.00	\$7,200.00	(\$2,500.00)	65%
<i>Account Classification Total: 7500 - CONTRACTUAL SERVICES</i>		\$77,693.53	\$91,934.72	\$111,089.00	\$123,989.00	\$87,154.00	\$12,900.00	112%
<i>Account Classification Total: 7550 - UTILITIES</i>		\$43,065.86	\$25,104.21	\$48,800.00	\$45,120.00	\$48,800.00	(\$3,680.00)	92%
Division Total: 44 - RECREATION		\$847,778.44	\$488,836.49	\$717,362.00	\$739,002.00	\$609,736.00	\$21,640.00	103%
Division: 45 - AQUATIC OPERATIONS								
<i>Account Classification Total: 7200 - PERSONNEL SERVICES</i>		\$243,576.45	\$110,650.82	\$254,456.00	\$254,760.00	\$265,278.00	\$304.00	100%
<i>Account Classification Total: 7300 - SUPPLIES</i>		\$51,486.18	\$20,683.60	\$60,550.00	\$55,750.00	\$60,550.00	(\$4,800.00)	92%
<i>Account Classification Total: 7400 - MAINTENANCE</i>		\$27,515.97	\$12,748.05	\$11,100.00	\$22,701.00	\$11,100.00	\$11,601.00	205%
<i>Account Classification Total: 7500 - CONTRACTUAL SERVICES</i>		\$19,488.95	\$2,837.43	\$19,950.00	\$22,013.00	\$19,950.00	\$2,063.00	110%
<i>Account Classification Total: 7550 - UTILITIES</i>		\$57,153.34	\$18,630.32	\$66,000.00	\$61,168.00	\$66,000.00	(\$4,832.00)	93%
Division Total: 45 - AQUATIC OPERATIONS		\$399,220.89	\$165,550.22	\$412,056.00	\$416,392.00	\$422,878.00	\$4,336.00	101%
Division: 46 - SENIOR CITIZENS CENTER								
<i>Account Classification Total: 7200 - PERSONNEL SERVICES</i>		\$175,839.47	\$148,211.57	\$189,579.00	\$196,114.00	\$211,911.00	\$6,535.00	103%
<i>Account Classification Total: 7300 - SUPPLIES</i>		\$12,050.84	\$6,985.20	\$14,660.00	\$14,060.00	\$14,660.00	(\$600.00)	96%
<i>Account Classification Total: 7400 - MAINTENANCE</i>		\$6,024.90	\$5,393.08	\$4,800.00	\$5,800.00	\$4,800.00	\$1,000.00	121%
<i>Account Classification Total: 7500 - CONTRACTUAL SERVICES</i>		\$13,959.66	\$22,203.05	\$10,840.00	\$28,363.00	\$32,890.00	\$17,523.00	262%
<i>Account Classification Total: 7550 - UTILITIES</i>		\$17,160.75	\$10,695.83	\$17,900.00	\$17,643.00	\$17,900.00	(\$257.00)	99%
Division Total: 46 - SENIOR CITIZENS CENTER		\$225,035.62	\$193,488.73	\$237,779.00	\$261,980.00	\$282,161.00	\$24,201.00	110%
Department Total: 65 - COMMUNITY SERVICES		\$4,128,360.92	\$3,028,350.18	\$4,311,030.00	\$4,378,441.00	\$4,320,257.00	\$67,411.00	102%

Account Number	Account Description	2015 Actual Amount	2016 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Final City Manager Proposed	Projected vs. Budget	Comments
Fund: 202 - TOURISM DEVELOPMENT FUND								
Department: 65 - COMMUNITY SERVICES								
Division: 02 - ADMINISTRATION								
<i>Account Classification Total: 7200 - PERSONNEL SERVICES</i>		\$180,963.23	\$163,675.15	\$216,818.00	\$220,311.00	\$170,043.00	\$3,493.00	102%
<i>Account Classification Total: 7300 - SUPPLIES</i>		\$19,934.43	\$18,328.77	\$26,850.00	\$31,106.00	\$24,850.00	\$4,256.00	116% Public Information Officer (PIO) office move and College Gridiron event supplies.
<i>Account Classification Total: 7500 - CONTRACTUAL SERVICES</i>		\$121,367.15	\$83,687.28	\$134,970.00	\$148,253.00	\$78,650.00	\$13,283.00	110% Kronos implementation costs, PIO training classes and Artsfest time extension.
<i>Account Classification Total: 7550 - UTILITIES</i>		(\$1,385.55)	\$2,970.98	\$0.00	\$911.00	\$0.00	\$911.00	0%
<i>Account Classification Total: 7600 - DEBT SERVICE & TRANSFERS</i>		\$45,000.00	\$50,001.00	\$66,651.00	\$66,651.00	\$73,590.00	\$0.00	100%
<i>Account Classification Total: 7700 - CAPITAL OUTLAY</i>		\$0.00	\$0.00	\$12,256.00	\$112,171.00	\$0.00	\$0.00	915% Use of fund balance to purchase Stage for events.
Division Total: 02 - ADMINISTRATION		\$365,879.26	\$318,663.18	\$457,545.00	\$579,403.00	\$347,133.00	\$21,943.00	127% See above.
Division: 57 - OLD BEDFORD SCHOOL								
<i>Account Classification Total: 7200 - PERSONNEL SERVICES</i>		\$115,164.32	\$76,154.79	\$120,115.00	\$98,938.00	\$125,959.00	(\$21,177.00)	82%
<i>Account Classification Total: 7300 - SUPPLIES</i>		\$17,053.59	\$18,423.00	\$21,500.00	\$22,285.00	\$17,500.00	\$785.00	104%
<i>Account Classification Total: 7400 - MAINTENANCE</i>		\$47,594.36	\$30,182.80	\$62,552.00	\$62,552.00	\$43,440.00	\$0.00	100%
<i>Account Classification Total: 7500 - CONTRACTUAL SERVICES</i>		\$30,807.48	\$17,314.45	\$33,755.00	\$34,894.00	\$33,755.00	\$1,139.00	103%
<i>Account Classification Total: 7550 - UTILITIES</i>		\$32,938.60	\$20,237.24	\$28,600.00	\$30,308.00	\$28,600.00	\$1,708.00	106% Actual utility costs due to increase in rentals.
<i>Account Classification Total: 7700 - CAPITAL OUTLAY</i>		\$43,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Division Total: 57 - OLD BEDFORD SCHOOL		\$286,558.35	\$162,312.28	\$266,522.00	\$248,977.00	\$249,254.00	(\$17,545.00)	93%
Division: 81 - BLUESFEST								
<i>Account Classification Total: 6000 - SPECIAL EVENTS</i>		\$429,248.47	\$102,093.93	\$352,600.00	\$399,600.00	\$352,600.00	\$47,000.00	113% Increased entertainment expenses.
<i>Account Classification Total: 7500 - CONTRACTUAL SERVICES</i>		\$975.31	\$361.29	\$0.00	\$500.00	\$0.00	\$500.00	0%
Division Total: 81 - BLUESFEST		\$430,223.78	\$102,455.22	\$352,600.00	\$400,100.00	\$352,600.00	\$47,500.00	113% See above.
Division: 82 - JULY 4 FESTIVAL								
<i>Account Classification Total: 6000 - SPECIAL EVENTS</i>		\$132,651.69	\$102,786.90	\$131,205.00	\$136,301.00	\$131,205.00	\$5,096.00	104%
<i>Account Classification Total: 7500 - CONTRACTUAL SERVICES</i>		\$33.36	\$55.60	\$0.00	\$56.00	\$0.00	\$56.00	0%
Division Total: 82 - JULY 4 FESTIVAL		\$132,685.05	\$102,842.50	\$131,205.00	\$136,357.00	\$131,205.00	\$5,152.00	104%
Department Total: 65 - COMMUNITY SERVICES		\$1,215,346.44	\$686,273.18	\$1,207,872.00	\$1,364,837.00	\$1,080,192.00	\$57,050.00	113%