

Chief Administrative Office
RECOMMENDED BUDGET • FY 2021 - 22

MISSION

In addition to the responsibility for overall County administration, the Chief Administrative Office oversees the Parks Division. The mission of the Chief Administrative Office – Parks Division is to manage the County’s recreational opportunities.

DIVISION BUDGET SUMMARY BY FUND – GENERAL FUND

DEPT : 06 PARKS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	436,462	3,366,645	4,021,464	654,819
IG Rev - Federal	16,235	585,971	9,200	(576,771)
Service Charges	275	0	25,000	25,000
Miscellaneous Rev	47,853	23,700	38,040	14,340
Other Fin Sources	375,420	791,567	696,756	(94,811)
Total Revenue	876,244	4,767,883	4,790,460	22,577
Salaries & Benefits	494,806	644,374	682,830	38,456
Services & Supplies	534,815	1,403,422	1,876,808	473,386
Other Charges	257,896	667,038	80,200	(586,838)
Fixed Assets	25,000	2,245,500	2,660,000	414,500
Intrafund Transfers	25,856	105,736	135,696	29,960
Intrafund Abatement	(3,981)	0	(250,000)	(250,000)
Total Appropriations	1,334,392	5,066,070	5,185,534	119,464
FUND 1000 GENERAL FUND TOTAL	458,148	298,187	395,074	96,887

MAJOR BUDGET CHANGES

Revenue

State Revenue

\$654,819 Increase in State Revenue due to increased grant funding for Rubicon activities.

Federal Revenue

(\$585,971) Decrease in Federal Emergency Management Agency (FEMA) Funding due to the completion of storm-related maintenance and repairs completed in FY 2021-22.

\$9,200 Increase in Other Federal Revenue due to a new MOU with the U.S. Forest Service for restroom maintenance at the Rubicon.

Service Charges

\$25,000 Increase in Service Charges due to a new contract with State Parks for user fee management on the American River.

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Miscellaneous Revenue

\$14,340 Increase in reimbursement revenue due to the contribution of funding from the Sacramento-Placerville Transportation Corridor Joint Powers Authority (SPTC JPA) for the Latrobe Storm Repair project, which is to be used as part of the FEMA match funding for the project.

Other Financing Sources

(\$94,811) Decrease in Operating Transfers In due primarily to a reduction in the transfer from the State Off-Highway Vehicle License Fee account (\$103,913), along with other smaller program funding fluctuations resulting in an additional \$9,102 offsetting increase.

Appropriations

Salaries and Benefits

\$23,692 Increase to Parks Permanent Employee salary costs, primarily due to the deletion of the Administrative Analyst position (1 FTE) and the addition of one Parks Program Coordinator (1 FTE), as well as two vacancies in the division, which have increased costs due to budgeting for the highest elections for health benefits.

\$16,062 Increase to temporary employees for seasonal Extra Help employee salaries to carry out program needs funded by the Rubicon Off-Highway Vehicle grants.

(\$1,298) Decrease in Workers' Compensation premium charge to \$0 to bring the program funding level to an acceptable confidence level, as provided by the Risk Management Division.

Services and Supplies

\$144,559 Increase in General Liability Insurance Premium expense, as departmental charges are resuming after a rate holiday in FY 2020-21.

(\$25,500) Decrease in printing services due to the completion of materials for Rubicon Trail public information campaign in FY 2020-21.

\$26,575 Increase to Parks household expense for bio-hazard response on the Rubicon Trail.

\$308,285 Increase in Parks Professional and Specialized Services due to the continuation of the State Parks grant-funded Old Depot Road Bike Park project, Rubicon Trail maintenance contracts, and the Parks and Trails Master Plan update, offset by the completion of the Chili Bar Feasibility Study in FY 2020-21.

(\$99,186) Decrease in minor equipment due to Rubicon Grant funding being budgeted in Professional and Specialized Services for maintenance work.

\$118,319 Increase in Special Department expense for expenses related to Rubicon State OHV Grounds and Education/Safety grants.

\$334 Other miscellaneous increases and decreases due to the Parks work plan for the year.

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Other Charges

(\$586,838) Decrease in interfund charges to Parks, mostly due to the anticipated completion of Department of Transportation's two FEMA projects for the Latrobe and Henningsen Lotus Park storm damage on behalf of Parks.

Fixed Assets

\$414,500 Increase to Building and Improvements for the purchase of a new restroom facility at Forebay Park (\$300,000), the development of a dog park along the El Dorado Trail (\$60,000) and a playground at the Railroad Park in El Dorado (\$60,000), offset in part by a decrease in Equipment needs (\$5,500).

Intra-fund Transfers

\$29,960 Increase in Parks Intrafund charges reflecting increased Central Services charges due to increased administrative and fiscal support provided in the current year (\$27,072) and increased mail and stores support (\$2,888).

Intrafund Abatement

(\$250,000) Increase to Intrafund Abatement reflecting the use of Transient Occupancy Tax revenue to fund the Parks and Trails Master Plan update (budgeted as a negative in Appropriations).

DIVISION BUDGET SUMMARY BY FUND – COUNTYWIDE SPECIAL REVENUE FUND

DEPT : 06 PARKS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	151,285	204,153	162,044	(42,109)
Rev Use Money/	21,931	0	0	0
Prop IG Rev - State	63,844	77,622	63,000	(14,622)
Service Charges	85,577	70,000	80,000	10,000
Fund Balance	0	824,157	586,791	(237,366)
Total Revenue	322,637	1,175,932	891,835	(284,097)
Other Fin Uses	343,538	461,805	381,932	(79,873)
Contingency	0	714,127	509,903	(204,224)
Total Appropriations	343,538	1,175,932	891,835	(284,097)
FUND 1206 COUNTYWIDE SR - CENTRAL SRV TOTAL	20,901	0	0	0

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MAJOR BUDGET CHANGES

Revenue

License, Permit, and Franchise Fees

(\$42,109) Decrease in River Use Permit revenue in the River Trust Fund.

State Revenue

(\$14,622) Decrease in State Revenue for Rubicon grant funding.

Service Charges

\$10,000 Increase in park and recreation fee revenue at Henningsen Lotus Park, based on past-year trends in park use.

Fund Balance

(\$237,366) Decrease in use of Fund Balance, primarily in the State Highway Vehicle Licensing fee account (\$133,357), River Use Permit account (\$82,316), and Ponderosa Quimby account (\$30,184), offset by minor increases to other Countywide Special Revenue fund accounts (\$8,491).

Appropriations

Other Financing Uses

(\$79,873) Decrease in Operating Transfers Out in State Off-Highway Vehicle Licensing Fees account (\$103,913), offset in part by increases to the Motherlode Quimby account (\$11,733) and River Use Permit Account (\$11,625), with other minor changes resulting in an additional \$682 offsetting increase.

Contingency

\$204,224 Decrease to Appropriation for Contingency in several accounts due to the use of these funds in FY 2021-22.

PROGRAM SUMMARY

The Parks & Trails Division, in accordance with El Dorado County's General Plan Goal 9.1, directs the County to provide adequate recreation opportunities and facilities, including parks, trails, and resource-based recreation areas for the health and welfare of El Dorado County residents and visitors. This includes overseeing the operations of the established parks and trails in the County as well as acquiring and overseeing the development of new park facilities. These parks include Henningsen Lotus Park, Pioneer Park, Forebay Community Park, Bradford Park, and Joe's Skate Park. The Division also oversees the El Dorado Trail, Sacramento-Placerville Transportation (SPTC) Corridor, the Rubicon Trail and the River Program. The Parks Division also provides education on conservation and protection of the County's natural resources.

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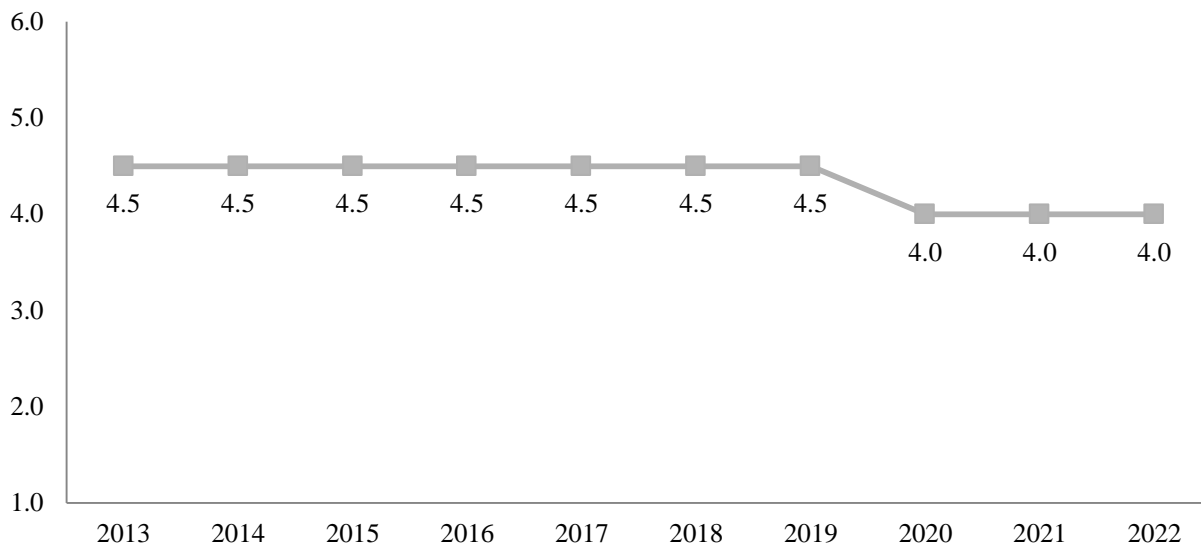
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The Rubicon program is responsible for monitoring, maintenance, education, restoration, and preservation of the world-renowned Rubicon Trail. The program provides community outreach and develops educational resources for the public to educate users on safe and responsible practices that promote the preservation and conservation of the trail and natural resources. The division is responsible for maintenance and monitoring activities, grant writing and administration, and compliance with the easement with the U.S. Forest Service. The division also works directly with the community, user groups, vendors, and other County Departments and government agencies to coordinate activities on the Rubicon Trail.

Parks is also responsible for implementation of the El Dorado County River Management Plan (RMP). The program regulates commercial and non-commercial whitewater recreation activities on the 20.7-mile segment of the South Fork of the American River between the Chili Bar Dam near State Highway 193 and Salmon Falls Road at the upper extent of Folsom Reservoir. This program administers the established operational rules for commercial and non-commercial/private boaters navigating the river, along with health and safety objectives identified in the RMP and other County Ordinances. The division provides private boat education at the put-ins along the river corridor.

STAFFING TREND

Changes in staffing for the Parks Division reflects several organizational changes throughout the past 10 years, though there have been few changes to the total number of FTEs. Beginning in FY 2019-20, Parks positions were budgeted in the Airports, Cannabis, Cemeteries, and Parks Division of the Chief Administrative Office, with the addition of one Deputy Chief Administrative Officer, who provided leadership to the overall Division. In FY 2020-21, one Highway Maintenance Worker position was deleted and was replaced with a Parks Maintenance Worker position, resulting in no changes to the allocated number of employees. One Administrative Analyst position (1 FTE) was reassigned to the Central Services Fiscal Unit. With this Budget, the Division is adding one Parks Program Coordinator (1 FTE). With these changes, the total recommended staff for this Division for FY 2021-22 remains at 4.0 FTEs.



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RECOMMENDED BUDGET

The Parks budget includes an operating budget in the General Fund and several Special Revenue Funds that fund specific programs.

The General Fund budget for the Division is recommended at \$5,185,534, which is an increase of \$119,464 (2.4%) compared to the FY 2020-21 Adopted Budget. Revenues total \$4,790,460 for this budget, an increase of \$22,577 (0.5%) compared to FY 2020-21. The increase in the budget is due to changes in programming, which are primarily funded through grants and funding from the Special Revenue Funds.

The total General Fund Contribution of \$395,074 represents approximately 7.6% of the Parks budget, an increase of \$96,887 compared to the prior year. This increase is attributed primarily to increases to staff costs due to vacant positions, which are budgeted at the most costly health benefit elections, the increase to the Central Fiscal charges, and program costs including the \$20,000 General Fund grant match for the dog park for El Dorado Trail, and the Railroad Park playground.

CAO Adjustments

At the recommendation of the Parks and Recreation Commission, there were several requests for funding for Parks improvements. The funding for the development of the Parks and Trails Master Plan and the Parks program coordinator position are recommended to be included in the budget. Four other requests were included in the Accumulative Capital Outlay budget, as follows:

- Forebay Park Playground \$50,000, funded by the ACO Fund
- HLP Shade Structure Improvements \$25,000, funded by the Henningsen Lotus Park Special Revenue Fund
- Pioneer Park Skate Park Pad, \$50,000 funded by the General Fund
- Bradford Park Playground Cover \$50,000 funded by the General Fund

The requests for additional property acquisition (\$10,000) and picnic tables (\$25,000) at Henningsen Lotus Park have not been included in the recommended budget, as it is recommended that the Master Plan first be completed in order to prioritize parks infrastructure and projects.

Sources & Uses of Funds

Parks and Trails funds come from a variety of sources, including donations, state, and federal grant funding, and the General Fund. Parks currently received \$150,000 each year from SMUD Fund Revenues to fund the Rubicon program. Funding is also provided by State Off-Highway Vehicle (OHV/Green Sticker) fees, which also fund the Rubicon program. Funding for American River programs is funded by commercial rafting user fees. Parks also generates some revenue from Parks use fees and fees for services provided by the Division.