



Monterey County

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Board Report

Legistar File Number: 16-239

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Introduced: 2/17/2016

Version: 1

Current Status: Consent Agenda

Matter Type: General Agenda Item

Approve additional revenue and augmentation request for Parks Department in Fund 001 and the addition of one Management Analyst Position

RECOMMENDATION:

It is recommended that the Board of Supervisors:

1. Authorize the Auditor-Controller to amend the FY2015-16 Parks Department Adopted Budget for Laguna Seca Park, Fund 001, Budget Unit 8144 and Appropriation Unit PAR001, to increase estimated revenue and appropriation (expenses) by \$197,884 (4/5ths vote required).
2. Add one (1) Management Analyst II FTE for contract compliance and support the recommendation to authorize the County Administrative Office to incorporate the change to the FY 2015-16 Adopted Budget Unit 001-7500-PAR001-8154 to reflect the change in position counts.
3. Authorize the Auditor-Controller's Office to incorporate modifications in the FY 2015-16 Adopted Budget for the Management Analyst.
4. Authorize the Auditor-Controller to incorporate approved modifications in the FY 2015-16 Adopted Budget (4/5ths vote required).

SUMMARY/DISCUSSION:

Fund 001 is the "General Fund" that handles the Day Use Parks, including Laguna Seca Recreation Area. FY 2015-16 revenues are estimated at \$3,997,582, an increase of \$197,884 over budgeted revenues of \$3,799,698. Laguna Seca Track Rental and SCRAMP concession revenue was conservatively budgeted due to the lack of financial information from SCRAMP during the preparation of the budget. More accurate estimates of SCRAMP have been developed based on FY 2014-15 actuals and a detailed reconciliation. Expenses are to be increased by the same amount of \$197,884.

The increase in appropriations is needed due to increased payable to SCRAMP for their allocation of the Track Rental Program payment, the increase in utility costs, fleet service expenses, emergency repairs and playground expenses.

The addition of the Management Analyst position for three months is estimated at \$30,000. The Management Analyst will help with contract administration at Laguna Seca and Lake Nacimiento. There are enough salary savings due to vacancies this fiscal year. This position will also be added into the 2016-2017. Half of the funding source for next fiscal year will be the

Track Fund. The other half will be funded by the salary savings of the 2016-2017 staffing plan that will be proposed during next year's budget process.

OTHER AGENCY INVOLVEMENT:

This report has been reviewed by Parks Ad Hoc Committee of the Board of Supervisors, County Counsel, Human Resources and the County Administrative Office.

The Budget Committee of the Board of Supervisors received this report and supported it on December 16, 2015.

County Administrative Office Comments:

Based on the most recent information provided by the Parks Department, the County Administrative Office - Budget and Analysis does not support this request in its current form. The request proposes to fund the new management analyst position with a combination of Laguna Seca track revenue and future potential salary savings. The County Administrative Office recommends evaluating the addition of this position as part of the Department's overall requested budget to be received on March 8, 2016 to understand the Department's financial capacity to meet increased costs next fiscal year without impacting existing positions. Considering this request as part of the Department's overall budget and priorities is preferable to adding a position outside the budget process and funding it with future potential salary savings, which is not a sustainable or prudent financial practice.

FINANCING:

PARKS is recognizing \$197,884 in additional revenue and authority to raise appropriations in the same amount. The addition of the Management Analyst position is cost neutral this fiscal year. Next year, this position will be funded by the reduction of the Historian & Cultural Affairs Manager allocation savings and by the Laguna Seca Track Maintenance Fund. Additionally, the Parks Department will propose the reduction of one full time employee position that is assigned to the Public Safety. The annual cost of a Management Analyst position is \$115,000.00.

Prepared by: _____
Mark Mariscal
Director of Parks Department

Attachments:
Parks Current Org Chart FY 2015-16
Parks Proposed Organization Chart FY 2015-16