



County of Monterey

Item No.1

Monterey Room
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Staff Report

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Receive a report of the General Fund Park's annual budget and staffing allocations for Fiscal Years 2024/25 and 2025/26 and provide comment or recommendations to staff.

RECOMMENDATION:

The Parks Commission is asked to receive a report of the General Fund Park's annual budget and staffing allocations for Fiscal Years 2024/25 and 2025/26 and provide comment or recommendations to staff.

SUMMARY/DISCUSSION:

During the June 5, 2025, Parks Commission meeting, Commissioner Shawne Ellerbee requested a financial update for the Parks and Lakes Division. The information below is preliminary report on the General Fund Park's unit as Fiscal Year (FY) 2024/25, has still yet to be finalized pending the August 31, 2025, year-end closing date. A full financial report will be presented at the Parks Commission meeting in October 2025, including information for the Rifle and Pistol Range, and Lake Nacimiento and Laguna Seca Recreation Area Enterprise Funds.

GENERAL FUND PARKS

FY 2024/25

Budgeted Revenue (as modified) - \$1,638,236

Year-to-Date Revenue - \$1,929,222

Revenue over budgeted amount - \$290,986 (18% over)

For the past two years, the Board of Supervisor's has authorized Parks to use a portion of the revenue exceeding the budgeted amount to fund maintenance projects and various expenses. Parks will be requesting the Board's support setting aside unspent revenues in Assigned Fund Balance for Parks Maintenance.

Budgeted Expenses (as modified) - \$10,260,463

Year-to-Date Expenses - \$10,128,330

Expenses under budgeted amount - \$132,133 (99% of budget amount expended)

General Fund Contribution - \$8,622,227

FY 2025/26

Budgeted Revenue - \$1,841,646 (including \$303,017 operating transfer in from Lake Nacimiento for Quagga Mussel Program)

Budgeted Expenses - \$9,608,739
General Fund Contribution \$7,767,093

General Fund Contribution difference from FY 24/25 to FY 25/26
\$855,134

Staffing for FY 24/25
42 full time employees
16 temporary employees

Staffing for FY 25/26
41 full time employees (1 position, frozen and unfunded)
16 temporary employees (up to 20 temporary employees)

Staffing changes for FY 25/26

The positions below were either modified or removed from the Parks budget by the Board of Supervisors during the Budget Hearings.

2 Park Ranger II, positions funded at 80%
Senior Park Utility Specialist, funded at 80% (contracted services, not employee)
Senior Secretary, unfunded but still in Parks budget
Parks Planning Manager, removed from budget
Parks Buildings and Grounds Supervisor for Lake San Antonio, removed from budget
Parks Services Aide II for Lake San Antonio, removed from budget

The FY 25/26 Budget Cycle was a difficult one across the County, mainly due to increasing labor and insurance costs. While the Public Works, Facilities and Parks (PWFP) Executive Team worked diligently on behalf of the Department, unfortunately, the Board of Supervisors had limited funds to consider augmentation and funding requests. While Parks fared better than many departments and divisions, actions were taken that will possibly have impacts to operations and the services that are provided.

Parks had seven (7) positions that were removed to balance the FY 25/26 budget. Augmentation requests were submitted to the Budget Office and Board of Supervisors for consideration. Prior to and during the Budget Hearings, PWFP staff provided a narrative for impacts to operations and requested that the positions be funded or at the very least frozen and unfunded so that they remain in the budget and will not have to be requested in future budget years. Three positions were funded at eighty percent (80%), one (1) position was frozen and unfunded, and three (3) positions were removed from the Parks budget. While the underfunding of the positions can be managed through recruitment timelines and contractual changes, the removal or unfunded positions will have operational impacts outlined below.

Parks Planning Manager - The Chief of Parks is currently managing this position which mainly entails providing comment to Housing and Community Development on subdivisions that have a parks and recreation requirement as outlined in the Quimby Act which is part of the State Subdivision Map Act. Should the Chief need assistance in this role, Parks will engage County on-call consulting services which could have budgetary impacts as well.

Parks Building and Grounds Supervisor - This position is primarily for support of the Auditor/Controller cash handling recommendation to ensure only Supervisors or Rangers approve certain cash handling activities such as refunds or cash drawer discrepancies. Without this position, existing Supervisors and Rangers will need to provide the approvals which could lead to extra callouts and overtime pay. In the instance that a Supervisor or Ranger is not available to approve the task, guest services could be impacted by delays.

Parks Services Aide II - Annually, Lake San Antonio has a large number of temporary employees to provide guest services such as entry gate operations, janitorial duties and guest services. Without these temporary employees, summer operations would drastically be curtailed. During the hectic summer season, many of these temporary employees stand out and it would behoove Parks to retain them as permanent staff. Some employees have had temporary status for multiple years and without this position, Parks cannot offer a permanent position which impacts temporary staff morale and retention.

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